

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, AND 30</i>				1. REQUISITION NUMBER 30455625805402		PAGE 1 OF 90	
2. CONTRACT NO. F41612-02-C-0001		3. AWARD/EFFECTIVE DATE 01-Dec-2001		4. ORDER NUMBER		5. SOLICITATION NUMBER F41612-01-R-0113	
7. FOR SOLICITATION INFORMATION CALL a. NAME Linda C. Little				b. TELEPHONE NUMBER (No Collect Calls) 940-676-2230		6. SOLICITATION ISSUE DATE 18-May-2001	
9. ISSUED BY 82 CONS/LGC (Linda Little, Contracting Officer) Linda.little@sheppard.af.mil 136 K Avenue, Suite 1 SHEPPARD AFB, TX 76311-2746 TEL: (940) 676-2230 FAX: (940) 676-7652		CODE FA3020		10. THIS ACQUISITION IS <input type="checkbox"/> UNRESTRICTED <input checked="" type="checkbox"/> SET ASIDE: 100%FOR <input checked="" type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> SMALL DISADV. BUSINESS <input type="checkbox"/> 8(A) SIC: 4581 SIZE STANDARD: \$5,000,000		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE <input type="checkbox"/> 13 a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) 13 b. RATING 14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input checked="" type="checkbox"/> RFP	
15. DELIVER TO 80 OSS/DOFB ATTN: NO CONTACTS IDENTIFIED 620 J AVENUE, SUITE 1, BLDG 1360 SHEPPARD AFB, TX 76311-2550		CODE F12550		16. ADMINISTERED BY SEE ITEM 9			
17 a. CONTRACTOR/ OFFEROR MIDWEST MANAGEMENT TECHNOLOGY, INC ATTN: DON LOWREY 112 E. CONGRESS BELTON, MO 64012 TELEPHONE NO. 816-322-8850		CODE 1C2N1 FACILITY CODE 1C2N1		18 a. PAYMENT WILL BE MADE BY CRDCHK Payment to be made by government-wide commercial purchase card or check SHEPPARD AFB, TX 76311			
<input type="checkbox"/> 17 b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER				18 b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18 a. UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM			
19. ITEM NO.		20. SCHEDULE OF SUPPLIES/ SERVICES		21 QUANTITY		22. UNIT	
		SEE SCHEDULE				23. UNIT PRICE	
						24. AMOUNT	
25. ACCOUNTING AND APPROPRIATION DATA See Schedule						26. TOTAL AWARD AMOUNT \$320,210.80	
27 a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1. 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED.						ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED	
27 b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED.						ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED	
28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN.				29. AWARD OF CONTRACT: REFERENCE <input type="checkbox"/> OFFER DATED . YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:			
30 a. SIGNATURE OF OFFEROR/CONTRACTOR				31 a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)			
30 b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)		30 c. DATE SIGNED		31 b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) Linda C. Little / Contracting Officer		31 c. DATE SIGNED 15-Nov-2001	
32 a. QUANTITY IN COLUMN 21 HAS BEEN <input type="checkbox"/> RECEIVED <input type="checkbox"/> INSPECTED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED				33. SHIP NUMBER <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		34. VOUCHER NUMBER	
32 b. SIGNATURE OF AUTHORIZED GOVT. REPRESENTATIVE				32 c. DATE		35. AMOUNT VERIFIED CORRECT FOR	
41 a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT				36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL		37. CHECK NUMBER	
41 b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		41 c. DATE		38. S/R ACCOUNT NUMBER		39. S/R VOUCHER NUMBER	
				40. PAID BY			
				42a. RECEIVED BY (Print)			
				42b. RECEIVED AT (Location)			
				42c. DATE REC'D (YY/MM/DD)		42d. TOTAL CONTAINERS	

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE
	F41612-02-C-0001	2 OF 90

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

SECTION SF 1449 CONTINUATION SHEET

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001		10.00	Months	\$32,021.08	\$320,210.80
	Provide Airfield Management Services				
	FFP - In Accordance with the Attached Statement of Work				
	Basic Year				
	NSN S216-01-SUP-PORT				
	MILSTRIP 30455625805402				
	PURCHASE REQUEST NUMBER 30455625805402				
	SIGNAL CODE A				

NET AMT	\$320,210.80
---------	--------------

ACRN AA Funded Amount	\$320,210.80
-----------------------	--------------

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1001		12.00	Months	\$32,021.08	\$384,252.96
	Provide Airfield Management Services				
	FFP - In Accordance with the Attached Statement of Work				
	First Option Year				
	NSN S216-01-SUP-PORT				
	SIGNAL CODE A				

NET AMT	\$384,252.96
---------	--------------

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE
	F41612-02-C-0001	3 OF 90

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
2001		12.00	Months	\$32,021.08	\$384,252.96
	Provide Airfield Management Services				
	FFP - In Accordance with the Attached Statement of Work				
	Second Option Year				
	NSN S216-01-SUP-PORT				
	SIGNAL CODE A				

NET AMT	\$384,252.96
---------	--------------

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
3001		12.00	Months	\$32,021.08	\$384,252.96
	Provide Airfield Management Services				
	FFP - In Accordance with the Attached Statement of Work				
	Third Option Year				
	NSN S216-01-SUP-PORT				
	SIGNAL CODE A				

NET AMT	\$384,252.96
---------	--------------

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 4 OF 90
---------------------------	---	---------------------------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
4001	Provide Airfield Management Services FFP - In Accordance with the Attached Statement of Work Fourth Option Year NSN S216-01-SUP-PORT SIGNAL CODE A	12.00	Months	\$32,021.08	\$384,252.96

NET AMT	\$384,252.96
---------	--------------

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
5001	Provide Airfield Management Services FFP - In Accordance with the Attached Statement of Work Incentive Option Year 1 NSN S216-01-SUP-PORT SIGNAL CODE A	12.00	Months	\$32,021.08	\$384,252.96

NET AMT	\$384,252.96
---------	--------------

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 5	OF 90
---------------------------	---	-----------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
6001		12.00	Months	\$32,021.08	\$384,252.96
	Provide Airfield Management Services				
	FFP - In Accordance with the Attached Statement of Work				
	Incentive Option Year 2				
	NSN S216-01-SUP-PORT				
	SIGNAL CODE A				

NET AMT	\$384,252.96
---------	--------------

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
7001		12.00	Months	\$32,021.08	\$384,252.96
	Provide Airfield Management Services				
	FFP - In Accordance with the Attached Statement of Work				
	Incentive Option Year 3				
	NSN S216-01-SUP-PORT				
	SIGNAL CODE A				

NET AMT	\$384,252.96
---------	--------------

Section J Table Of Contents

DOCUMENT TYPE	DESCRIPTION	PAGES	DATE
---------------	-------------	-------	------

DELIVERY INFORMATION

NSN 7540-01-152-8057

50336-101

OPTIONAL FORM 336A (4-86)
Sponsored by GSA
FAR (48 CFR) 53.110

CONTINUATION SHEETREFERENCE NO. OF DOCUMENT BEING CONTINUED
F41612-02-C-0001PAGE
6 OF 90NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

CLINS	DELIVERY DATE	UNIT OF ISSUE	QUANTITY	FOB	SHIP TO ADDRESS
0001	POP 01-DEC-01 TO 30-SEP-02	Months	10.00	Dest.	F12550 80 OSS/DOFB 620 J Avenue, Suite 1, Bldg 1360 Sheppard AFB, TX 76311-2550 No Contacts Identified
1001	POP 01-OCT-02 TO 30-SEP-03	Months	12.00	Dest.	Same as CLIN 0001
2001	POP 01-OCT-03 TO 30-SEP-04	Months	12.00	Dest.	Same as CLIN 0001
3001	POP 01-OCT-04 TO 30-SEP-05	Months	12.00	Dest.	Same as CLIN 0001
4001	POP 01-OCT-05 TO 30-SEP-06	Months	12.00	Dest.	Same as CLIN 0001
5001	POP 01-OCT-06 TO 30-SEP-07	Months	12.00	Dest.	Same as CLIN 0001
6001	POP 01-OCT-07 TO 30-SEP-08	Months	12.00	Dest.	Same as CLIN 0001
7001	POP 01-OCT-08 TO 30-SEP-09	Months	12.00	Dest.	Same as CLIN 0001

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	Destination	Government	Destination	Government
1001	Destination	Government	Destination	Government
2001	Destination	Government	Destination	Government
3001	Destination	Government	Destination	Government
4001	Destination	Government	Destination	Government
5001	Destination	Government	Destination	Government
6001	Destination	Government	Destination	Government
7001	Destination	Government	Destination	Government

ACCOUNTING AND APPROPRIATION DATA

AA:	PAYMENT WILL BE MADE BY GOVERNMENT PURCHASE CARD/CHECK	000000000000
AMOUNT:	\$320,210.80	

CLAUSES INCORPORATED BY REFERENCE:

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 7	OF 90
---------------------------	---	-----------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

52.252-2	Clauses Incorporated By Reference	FEB 1998
52.204-4	Printing or Copying Double-Sided on Recycled Paper	AUG 2000
52.222-1	Notice To The Government Of Labor Disputes	FEB 1997
52.223-5	Pollution Prevention and Right-to-Know Information	APR 1998
52.223-10	Waste Reduction Program	AUG 2000
52.232-18	Availability Of Funds	APR 1984
52.237-3	Continuity Of Services	JAN 1991
52.237-2	Protection Of Government Buildings, Equipment, And Vegetation	APR 1984
52.245-2 Alt I (Dev)	Government Property (Fixed-Price Contracts) (Dec 1989) Alternate I (Deviation)	APR 1984
52.245-8	Liability for the Facilities	JAN 1997
252.245-7001	Reports Of Government Property	MAY 1994
252.242-7000	Postaward Conference	DEC 1991
5352.237-9000	CONTROL AND RELEASE OF INSPECTOR GENERAL REPORTS	MAY 1996
52.219-6 Alt I	Notice of Total Small Business Set-Aside (Jul 1996) - Alternate I	OCT 1995

CLAUSES INCORPORATED BY FULL TEXT

52.212-4 Contract Terms and Conditions -- Commercial Items (May 2001)

(a) Inspection/Acceptance. The Contractor shall only tender for acceptance those items and services that conform to the requirements of this contract. The Government has the right to inspect and test all services called for by the contract, to the extent practicable at all times and places during the term of the contract. The Government shall perform inspections and tests in a manner that will not unduly delay the work. The Government may require repair or replacement of nonconforming supplies or reperformance of nonconforming services at no increase in contract price. When the defects in services cannot be corrected by reperformance, the Government may require the Contractor to take necessary action to ensure that future performance conforms to contract requirements; and/or reduce the contract price to reflect the reduced value of the services performed. The Government must exercise its post-acceptance rights --

(1) Within a reasonable time after the defect was discovered or should have been discovered; and

(2) Before any substantial change occurs in the condition of the item, unless the change is due to the defect in the item.

(b) Assignment. The Contractor or its assignee may assign its rights to receive payment due as a result of performance of this contract to a bank, trust company, or other financing institution, including any Federal lending agency in accordance with the Assignment of Claims Act (31 U.S.C.3727). However, when a third party makes payment (e.g., use of the Governmentwide commercial purchase card), the Contractor may not assign its rights to receive payment under this contract.

(c) Changes. Changes in the terms and conditions of this contract may be made only by written agreement of the parties, except for the following actions:

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 8 OF 90
---------------------------	---	-----------------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

- (1) Exercising of Options pursuant to FAR 52.217-8 and FAR 52.217-9
- (2) Administrative changes such as Paying Office, Accounting Classifications, etc
- (3) The incorporation of wage determinations pursuant to FAR 52.222-41
- (4) Modifications to obligate or deobligate funds
- (5) Issues pertaining to Government Furnished Property pursuant to 52.245-2 Alt 1(Dev) or Government Facilities pursuant to 52.245-8 or Equipment/Vegetation pursuant to FAR 52.237-2
- (6) Termination for Convenience pursuant to 52.212-4(l)
- (7) Termination for Cause pursuant to 52.212-4(m)

The government reserves the right to make unilateral changes to the contract for the actions listed above.

(d) Disputes. This contract is subject to the Contract Disputes Act of 1978, as amended (41 U.S.C. 601-613). Failure of the parties to this contract to reach agreement on any request for equitable adjustment, claim, appeal or action arising under or relating to this contract shall be a dispute to be resolved in accordance with the clause at FAR 52.233-1, Disputes, which is incorporated herein by reference. The Contractor shall proceed diligently with performance of this contract, pending final resolution of any dispute arising under the contract.

(e) Definitions. The clause at FAR 52.202-1, Definitions, is incorporated herein by reference.

(f) Excusable delays. The Contractor shall be liable for default unless nonperformance is caused by an occurrence beyond the reasonable control of the Contractor and without its fault or negligence such as, acts of God or the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, and delays of common carriers. The Contractor shall notify the Contracting Officer in writing as soon as it is reasonably possible after the commencement of any excusable delay, setting forth the full particulars in connection therewith, shall remedy such occurrence with all reasonable dispatch, and shall promptly give written notice to the Contracting Officer of the cessation of such occurrence.

(g) Invoice. The Contractor shall submit an original invoice to the address designated in the attached **Addendum 1 to FAR 52.232-36**. An invoice must include --

- (1) Name and address of the Contractor;
- (2) Invoice date;
- (3) Contract number, contract line item number and, if applicable, the order number;
- (4) Description, quantity, unit of measure, unit price and extended price of the services performed;
- (5) Terms of any prompt payment discount offered;
- (6) Name and address of official to whom payment is to be sent; and

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE
	F41612-02-C-0001	9 OF 90

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

(7) Name, title, and phone number of person to be notified in event of defective invoice.

Invoices will be handled in accordance with the Prompt Payment Act (31 U.S.C. 3903) and Office of Management and Budget (OMB) Circular A-125, Prompt Payment. Contractors are encouraged to assign an identification number to each invoice.

(h) Patent indemnity. The Contractor shall indemnify the Government and its officers, employees and agents against liability, including costs, for actual or alleged direct or contributory infringement of, or inducement to infringe, any United States or foreign patent, trademark or copyright, arising out of the performance of this contract, provided the Contractor is reasonably notified of such claims and proceedings.

(i) Payment. Payment shall be made for items accepted by the Government that have been delivered to the delivery destinations set forth in this contract. The Government will make payment in accordance with the Prompt Payment Act (31 U.S.C. 3903) and Office of Management and Budget (OMB) Circular A-125, Prompt Payment. If the Government makes payment by Electronic Funds Transfer (EFT), see 52.212-5(b) for the appropriate EFT clause. In connection with any discount offered for early payment, time shall be computed from the date of the invoice. For the purpose of computing the discount earned, payment shall be considered to have been made on the date which appears on the payment check or the specified payment date if an electronic funds transfer payment is made.

(j) Risk of loss. Unless the contract specifically provides otherwise, risk of loss or damage to the supplies provided under this contract shall remain with the Contractor until, and shall pass to the Government upon:

(1) Delivery of the supplies to a carrier, if transportation is f.o.b. origin; or

(2) Delivery of the supplies to the Government at the destination specified in the contract, if transportation is f.o.b. destination.

(k) Taxes. The contract price includes all applicable Federal, State, and local taxes and duties.

(l) Termination for the Government's convenience. The Government reserves the right to terminate this contract, or any part hereof, for its sole convenience. In the event of such termination, the Contractor shall immediately stop all work hereunder and shall immediately cause any and all of its suppliers and subcontractors to cease work. Subject to the terms of this contract, the Contractor shall be paid a percentage of the contract price reflecting the percentage of the work performed prior to the notice of termination, plus reasonable charges the Contractor can demonstrate to the satisfaction of the Government using its standard record keeping system, have resulted from the termination. The Contractor shall not be required to comply with the cost accounting standards or contract cost principles for this purpose. This paragraph does not give the Government any right to audit the Contractor's records. The Contractor shall not be paid for any work performed or costs incurred which reasonably could have been avoided.

(m) Termination for cause. The Government may terminate this contract, or any part hereof, for cause in the event of any default by the Contractor, or if the Contractor fails to comply with any contract terms and conditions, or fails to provide the Government, upon request, with adequate assurances of future performance. In the event of termination for cause, the Government shall not be liable to the Contractor for any amount for supplies or services not accepted, and the Contractor shall be liable to the Government for any and all rights and remedies provided by law. If it is determined that the Government improperly terminated this contract for default, such termination shall be deemed a termination for convenience.

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 10 OF 90
---------------------------	---	--

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

(n) Title. Unless specified elsewhere in this contract, title to items furnished under this contract shall pass to the Government upon acceptance, regardless of when or where the Government takes physical possession.

(o) Warranty. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.

(p) Limitation of liability. Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the Government for consequential damages resulting from any defect or deficiencies in accepted items.

(q) Other compliances. The Contractor shall comply with all applicable Federal, State and local laws, executive orders, rules and regulations applicable to its performance under this contract.

(r) Compliance with laws unique to Government contracts. The Contractor agrees to comply with 31 U.S.C. 1352 relating to limitations on the use of appropriated funds to influence certain Federal contracts; 18 U.S.C. 431 relating to officials not to benefit; 40 U.S.C. 327, et seq., Contract Work Hours and Safety Standards Act; 41 U.S.C. 51-58, Anti-Kickback Act of 1986; 41 U.S.C. 265 and 10 U.S.C. 2409 relating to whistleblower protections; 49 U.S.C. 40118, Fly American; and 41 U.S.C. 423 relating to procurement integrity.

(s) Order of precedence. Any inconsistencies in this solicitation or contract shall be resolved by giving precedence in the following order:

- (1) The schedule of supplies/services.
- (2) The Assignments, Disputes, Payments, Invoice, Other Compliances, and Compliance with Laws Unique to Government Contracts paragraphs of this clause.
- (3) The clause at 52.212-5.
- (4) Addenda to this solicitation or contract, including any license agreements for computer software.
- (5) Solicitation provisions if this is a solicitation.
- (6) Other paragraphs of this clause.
- (7) The Standard Form 1449.
- (8) Other documents, exhibits, and attachments.
- (9) The specification.

(End of Clause)

52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS--COMMERCIAL ITEMS (MAY 2001)

(a) The Contractor shall comply with the following FAR clauses, which are incorporated in this contract by reference, to implement provisions of law or executive orders applicable to acquisitions of commercial items:

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 11 OF 90
---------------------------	---	--

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

(1) 52.222-3, Convict Labor (E.O. 11755).

(2) 52.233-3, Protest after Award (31 U.S.C. 3553).

(b) The Contractor shall comply with the FAR clauses in this paragraph (b) that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items or components:

(Contracting Officer shall check as appropriate.)

X (1) 52.203-6, Restrictions on Subcontractor Sales to the Government, with Alternate I (41 U.S.C. 253g and 10 U.S.C. 2402).

___ (2) 52.219-3, Notice of HUBZone Small Business Set-Aside (Jan 1999).

___ (3) 52.219-4, Notice of Price Evaluation Preference for HUBZone Small Business Concerns (Jan 1999) (if the offeror elects to waive the preference, it shall so indicate in its offer).

___ (4) (i) 52.219-5, Very Small Business Set-Aside (Pub. L. 103-403, section 304, Small Business Reauthorization and Amendments Act of 1994).

___ (ii) Alternate I to 52.219-5.

___ (iii) Alternate II to 52.219-5.

X (5) 52.219-8, Utilization of Small Business Concerns (15 U.S.C. 637 (d)(2) and (3)).

___ (6) 52.219-9, Small Business Subcontracting Plan (15 U.S.C. 637 (d)(4)).

X (7) 52.219-14, Limitations on Subcontracting (15 U.S.C. 637(a)(14)).

___ (8)(i) 52.219-23, Notice of Price Evaluation Adjustment for Small Disadvantaged Concerns (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323) (if the offeror elects to waive the adjustment, it shall so indicate in its offer).

___ (ii) Alternate I of 52.219-23.

___ (9) 52.219-25, Small Disadvantaged Business Participation Program--Disadvantaged Status and Reporting (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323).

___ (10) 52.219-26, Small Disadvantaged Business Participation Program--Incentive Subcontracting (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323).

X (11) 52.222-21, Prohibition of Segregated Facilities (Feb 1999).

X (12) 52.222-26, Equal Opportunity (E.O. 11246).

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 12 OF 90
---------------------------	---	----------------------------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

- ☒ (13) 52.222-35, Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era (38 U.S.C. 4212).
- ☒ (14) 52.222-36, Affirmative Action for Workers with Disabilities (29 U.S.C. 793).
- ☒ (15) 52.222-37, Employment Reports on Disabled Veterans and Veterans of the Vietnam Era (38 U.S.C. 4212).
- ____ (16) 52.222-19, Child Labor--Cooperation with Authorities and Remedies (E.O. 13126).
- ☒ (17)(i) 52.223-9, Estimate of Percentage of Recovered Material Content for EPA-Designated Products (42 U.S.C. 6962(c)(3)(A)(ii)).
- ☒ (ii) Alternate I of 52.223-9 (42 U.S.C. 6962(i)(2)(C)).
For the purpose of this clause, the blanks are completed as follows:
(c)(2) The Contracting Officer
- ____ (18) 52.225-1, Buy American Act--Balance of Payments Program--Supplies (41 U.S.C. 10a-10d).
- ____ (19)(i) 52.225-3, Buy American Act--North American Free Trade Agreement--Israeli Trade Act--Balance of Payments Program (41 U.S.C. 10a-10d, 19 U.S.C. 3301 note, 19 U.S.C. 2112 note).
- ____ (ii) Alternate I of 52.225-3.
- ____ (iii) Alternate II of 52.225-3.
- ____ (20) 52.225-5, Trade Agreements (19 U.S.C. 2501, et seq., 19 U.S.C. 3301 note).
- ____ (21) 52.225-13, Restriction on Certain Foreign Purchases (E.O. 12722, 12724, 13059, 13067, 13121, and 13129).
- ____ (22) 52.225-15, Sanctioned European Union Country End Products (E.O. 12849).
- ____ (23) 52.225-16, Sanctioned European Union Country Services (E.O.12849).
- ____ (24) 52.232-33, Payment by Electronic Funds Transfer--Central Contractor Registration (31 U.S.C. 3332).
- ____ (25) 52.232-34, Payment by Electronic Funds Transfer--Other than Central Contractor Registration (31 U.S.C. 3332).
- ☒ (26) 52.232-36, Payment by Third Party (31 U.S.C. 3332).
- ____ (27) 52.239-1, Privacy or Security Safeguards (5 U.S.C. 552a).
- ____ (28) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (46 U.S.C. 1241).

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 13 OF 90
---------------------------	---	----------------------------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

(c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial services, which the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or executive orders applicable to acquisitions of commercial items or components:

(Contracting Officer check as appropriate.)

 X (1) 52.222-41, Service Contract Act of 1965, As amended (41 U.S.C. 351, et. seq.).

 X (2) 52.222-42, Statement of Equivalent Rates for Federal Hires (29 U.S.C. 206 and 41 U.S.C. 351, et. seq.).

Employee Class	Monetary Wage-Fringe Benefits
----------------	-------------------------------

GS-8 Flight Data Assistant	\$15.53 32.85%
----------------------------	-------------------

- a. Total fringe benefit factor is: 32.85% percent
- b. Contribution of 5.7 percent of basic hourly rates for insurance (health and life), 24.0 percent for retirement, 1.7 percent for other fringe benefits and 1.45 percent for Medicare.
- c. Ten paid holidays as follows: New Year's Day, Martin Luther King's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day.

 X (3) 52.222-43, Fair Labor Standards Act and Service Contract Act -- Price Adjustment (Multiple Year and Option Contracts) (29 U.S.C.206 and 41 U.S.C. 351, et seq.).

 (4) 52.222-44, Fair Labor Standards Act and Service Contract Act - Price Adjustment (29 U.S.C. 206 and 41 U.S.C. 351, et seq.).

 (5) 52.222-47, SCA Minimum Wages and Fringe Benefits Applicable to Successor Contract Pursuant to Predecessor Contractor Collective Bargaining Agreement (CBA) (41 U.S.C. 351, et seq.).

(d) Comptroller General Examination of Record. The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records--Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 14 OF 90
---------------------------	---	----------------------------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c) or (d) of this clause, the Contractor is not required to include any FAR clause, other than those listed below (and as may be required by an addenda to this paragraph to establish the reasonableness of prices under Part 15), in a subcontract for commercial items or commercial components--

(1) 52.222-26, Equal Opportunity (E.O. 11246);

(2) 52.222-35, Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era (38 U.S.C. 2012(a));

(3) 52.222-36, Affirmative Action for Workers with Disabilities (29 U.S.C. 793);

(4) 52.247-64, Preference for Privately-Owned U.S.- Flag Commercial Vessels (46 U.S.C. 1241)(flow down not required for subcontracts awarded beginning May 1, 1996)., and

(5) 52.222-41, Service Contract Act of 1965, As Amended (41 U.S.C. 351, et seq.).

(End of clause)

ADDENDUM 1 to FAR 52.232-36

(a) Method of payment.

(1) All payments by the Government under this contract, shall be made by using the Governmentwide Commercial Purchase Card except as provided in paragraph (a)(2) of this clause.

(2) In the event the Government is unable to release one or more payments by use of the Governmentwide Commercial Purchase Card, the Contractor agrees to either--

(i) Accept payment by check or some other mutually agreeable method of payment; or

(ii) Request the Government to extend the payment due date until such time as the Government can make payment via Governmentwide Commercial Purchase Card.

(b) Payment Procedures:

(1). Contractor shall invoice the government monthly for services rendered. The contractor will be paid on a monthly basis for services performed during the preceding month. The contracting officer will detail specific procedures for processing invoices and payment upon contract award.

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 15	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

(2) Contractor shall submit monthly invoices to:

82 CONS/LGCA
136 K Ave Suite 1
Sheppard AFB, TX. 76311

(3) Contractor shall submit a copy of the invoice to the following address:

80 OSS/DOFQ
620 J Ave, Suite 1
Sheppard AFB, TX. 76311

(c) Third Party Information:

(1) Name of Third Party: US Bank
IMPAC Government Services
PO Box 6347
Fargo, ND. 58125-6347
1-888-994-6722
Fax: 701-461-3466

(2) Name of Purchase Card: Visa

(End of Clause)

252.212-7001 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS APPLICABLE TO DEFENSE ACQUISITIONS OF COMMERCIAL ITEMS (DEC 2000)

(a) The Contractor agrees to comply with any clause that is checked on the following list of DFARS clauses which, if checked, is included in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items or components.

- ☐ 252.205-7000 Provision of Information to Cooperative Agreement Holders (10 U.S.C. 2416).
- ☐ 252.206-7000 Domestic Source Restriction (10 U.S.C. 2304)
- ☐ 252.219-7003 Small, Small Disadvantaged and Women-Owned Small Business Subcontracting Plan (DoD Contracts) (15 U.S.C. 637).
- ☐ 252.225-7001 Buy American Act and Balance of Payment Program (41 U.S.C. 10a-10d, E.O. 10582).
- ☐ 252.225-7007 Buy American Act--Trade Agreements--Balance of Payments Program ☐ Alternate I (41 U.S.C. 10a-10d, 19 U.S.C. 2501-2518, and 19 U.S.C. 3301 note).
- ☒ 252.225-7012 Preference for Certain Domestic Commodities.
- ☐ 252.225-7014 Preference for Domestic Specialty Metals (10 U.S.C. 2241 note).
- ☐ 252.225-7015 Preference for Domestic Hand or Measuring Tools (10 U.S.C. 2241 note).
- ☐ 252.225-7016 Restriction on Acquisition of Ball and Roller Bearings (☐ Alternate I) (Section 8064 of Pub. L. 106-259).
- ☐ 252.225-7021 Trade Agreements ☐ Alternate I (19 U.S.C. 2501-2518 and 19 U.S.C. 3301 note).
- ☐ 252.225-7027 Restriction on Contingent Fees for Foreign Military Sales (22 U.S.C. 2779).
- ☐ 252.225-7028 Exclusionary Policies and Practices of Foreign Governments (22 U.S.C. 2755).
- ☐ 252.225-7029 Preference for United States or Canadian Air Circuit Breakers (10 U.S.C. 2534(a)(3)).
- ☐ 252.225-7036 Buy American Act--North American Free Trade Agreement Implementation Act--Balance of Payment Program (☐ Alternate I) (41 U.S.C. 10a-10d and 19 U.S.C. 3301 note).

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 16	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

____ 252.227-7015 Technical Data--Commercial Items (10 U.S.C. 2320).
 ____ 252.227-7037 Validation of Restrictive Markings on Technical Data (10 U.S.C. 2321).
X 252.243-7002 Certification of Requests for Equitable Adjustment (10 U.S.C. 2410).
 ____ 252.247-7023 Transportation of Supplies by Sea (____ Alternate I) (____ Alternate II) (10 U.S.C. 2631).
 ____ 252.247-7024 Notification of Transportation of Supplies by Sea (10 U.S.C. 2631).
 (b) In addition to the clauses listed in paragraph (e) of the Contract Terms and Conditions Required to Implement Statutes or Executive Orders--Commercial Items clause of this contract (Federal Acquisition Regulation 52.212-5), the Contractor shall include the terms of the following clauses, if applicable, in subcontracts for commercial items or commercial components, awarded at any tier under this contract:

252.225-7014 Preference for Domestic Specialty Metals, Alternate I (10 U.S.C. 2241 note).

252.247-7023 Transportation of Supplies by Sea (10 U.S.C. 2631). 252.247-7024 Notification of Transportation of Supplies by Sea (10 U.S.C. 2631).

252.247-7024 Notification of Transportation of Supplies by Sea (10 U.S.C. 2631)

(End of clause)

52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 15 days.

(End of clause)

52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 15 days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 8 years.

(End of clause)

ADDENDUM 1 to FAR 52.217-9

Incentive Option Years:

1. This contract consists of a Basic Year (CLIN 0001), 4 Option Years (CLINS 1001 through 4001) AND 3 Incentive Option Years (CLINS 5001 through 7001). The 3 Incentive Option Years are provided as incentives for the purpose of rewarding the contractor for maintaining a high level of performance during the Basic Year and 4 Option Years. The contractor has the potential of earning three (3) one-year options (CLINS 5001 through 7001).

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 17	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

2. Evaluation of the contractor's performance for the purpose of determining the eligibility for exercise of the incentive options shall be accomplished utilizing the Contractor Performance Assessment Report (CPAR). The CPAR's used for the purpose of earning and determining eligibility for Incentive Option Years will be accomplished every six (6) months using the procedures in FAR 42.1503 The following table illustrates the evaluation periods:

Evaluation Period	CPAR #		Evaluation Period	CPAR #
1 Oct 01 – 31 Mar 02	1		1 Apr 05 – 30 Sep 05	8
1 Apr 02 – 30 Sep 02	2		1 Oct 05 – 31 Mar 06	9
1 Oct 02 – 31 Mar 03	3		1 Apr 06 – 30 Sep 06	10
1 Apr 03 – 30 Sep 03	4		1 Oct 06 – 31 Mar 07	11
1 Oct 03 – 31 Mar 04	5		1 Apr 07 – 30 Sep 07	12
1 Apr 04 – 30 Sep 04	6		1 Oct 07 – 31 Mar 08	13
1 Oct 04 – 31 Mar 05	7			

3. The contractor is eligible to earn time creditable towards incentive options (not to exceed at total of 3 years worth of incentive options) starting with CPAR #1 and ending with CPAR # 10. In order to earn time towards an incentive option, the contractor must have received a rating of **Very Good** or higher in ALL the following Evaluations Areas in Block 18 of the CPAR:

Block 18a. Quality Of Service

Block 18d. Business Relations

Block 18e. Management of Key Personnel

If a rating of **Very Good** or higher is achieved in all the Evaluation Areas listed above, the contractor earns **4.5 months** worth of an incentive option (not to exceed a total of 3 years worth of incentive options).

4. For the contractor to be eligible to receive an incentive option, and the Government to be able to exercise the incentive option, the following conditions must be met:

(a) The exercise of the Incentive Option shall meet all the requirements of FAR 17.207 and AFFARS 5317.207 as determined by the Contracting Officer ; and

(b) The Government must have exercised and the contractor must have completed the basic and ALL four option periods (CLINS 0001 through 4001); and

(c) The contractor must have earned an entire performance period worth of an incentive option (no partial CLINS will be exercised); and

(d) The contractor must have earned a rating of **Satisfactory** or higher in the Evaluation Areas list in Blocks 18a., 18d., and 18e of the CPAR for the following CPAR #'s before the incentive option periods can be exercised:

In order to exercise:	Rating of Satisfactory or higher is required in Blocks 18a., 18d., and 18e. on CPAR #'s
Incentive Option 1	8 and 9
Incentive Option 2	10 and 11
Incentive Option 3	12 and 13

5. The notification procedures specified in FAR 52.217-9(a) apply to the exercising of all incentive options.

(End of Clause)

AETCFARS 5352.217-9000 Option Clause Limitation Notice.
(IAW AETC FARS 5317.208)

(Jul 1994)

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 18 OF 90
---------------------------	---	----------------------------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

This contract contains two option provisions, (i) Option to Extend Services, and (ii) Option to Extend the Term of the Contract (see FAR 52.217-8 and FAR 52.217-9). Either or both may be exercised unilaterally by the government. The clause entitled "Option to Extend the Term of the Contract" will not be exercised after any exercise of the "Option to Extend Services" clause.

(End of clause)

AETCFARS 5352.214-9000 Smoking in AETC Facilities (JUL 1993)
(IAW AETC FARS 5314.201-2(h))

Contractors are advised that the Commander has placed restrictions on the smoking of tobacco products in AETC facilities. AFI 40-102, Tobacco Use in the Air Force, and its AETC supplement 1, outline the procedures used by the commander to control smoking in our facilities. Contractor employees and visitors are subject to the same restrictions as government personnel. Smoking is permitted only in designated smoking areas.

(End of clause)

AETCFARS 5352.237-9001 Preperformance Conference (JUL 1993)

Offerors/bidders are hereby advised that if they are awarded a contract as a result of this solicitation, they may be required to appear at the 82d CONS/LGCA, 136 K Avenue Suite 1, Building 1664, Sheppard AFB TX, at a time to be determined by the Contracting Officer to attend a Preperformance conference prior to commencement of any work on the military installation.

**STATEMENT OF WORK
FOR
AIRFIELD MANAGEMENT**

CONTINUATION SHEETREFERENCE NO. OF DOCUMENT BEING CONTINUED
F41612-02-C-0001PAGE
19 OF 90NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC**SHEPPARD AFB TX
08 MAY 01**

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	20	OF	90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC				

SECTION 5
TABLE OF CONTENTS
AIRFIELD MANAGEMENT

5.1. GOVERNMENT EXPECTATIONS OF THE AM SERVICES PROVIDER

5.1.1. Summary of Expectations

5.2. AM SERVICES PROVIDED TO THE 80 FTW AND ENJJPT

- 5.2.1. AM Essential Services.**
- 5.2.2. The Core Tasks of the AM Service Provider**
- 5.2.3. Foreign Object Debris (FOD) Inspections/Airfield Trash Removal.**
 - 5.2.3.1. Airfield Lighting Systems.**
 - 5.2.3.2. Aircraft Arresting Systems and Barriers.**
- 5.2.4. Required Maintenance and Upkeep of Airfield Facilities.**
 - 5.2.4.1. Operational Support of Runway Supervisory Units (RSUs).**
 - 5.2.4.2. BOPS Facility Maintenance.**
 - 5.2.4.3. Government-Owned Vehicle (GOV) Inspections, Maintenance and Usage.**
- 5.2.5. AM Involvement in Planning Activities.**
- 5.2.6. Controlled Area Monitor for Sheppard's Airfield and BOPS Facility.**
 - 5.2.6.1. Key Control.**
- 5.2.7. Flightline Drivers Program.**
- 5.2.8. Airfield Coordination.**
 - 5.2.8.1. Airfield Construction.**
 - 5.2.8.2. Airfield Waiver Review.**
- 5.2.9. Pilot-Controller Liaison Program (PICL).**
- 5.2.10. Special Events.**
- 5.2.11. AM Operations Support Services.**
 - 5.2.11.1. NOTAMS Processing.**
 - 5.2.11.2. Back-up Procedures.**
 - 5.2.11.3. Aircraft Operations.**
 - 5.2.11.4. RSC and RCR Determinations.**
 - 5.2.11.5. FLIPs Updates and Change Outs.**
 - 5.2.11.6. Passenger Processing Services and Responsibilities.**
 - 5.2.11.6.1. Aircraft Carrying 10 Passengers or Less.**
 - 5.2.11.6.2. Distinguished Visitor (DV) and Special Category Passengers.**
- 5.2.12. DV Support Services.**
 - 5.2.12.1. Coordination with 82 TRW and 80 FTW Protocol Officials.**
- 5.2.13. Delivery/Shipment of Government Property.**
- 5.2.14. Inspections/Inventories of Government Furnished Equipment (GFE).**
- 5.2.15. Government Observations and Inspections.**
- 5.2.16. Bird Aircraft Strike Hazards (BASH) Services.**
 - 5.2.16.1. Storage and Usage of Government-Owned BASH Shotguns and Ammunitions**
 - 5.2.16.2. Coordination and Disposal of Bird/Animals.**
- 5.2.17. Customer Service.**

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 21	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

- 5.2.18. Recognition of Obstacles/Hazards to Flight Safety and Initiation of Corrective Actions.
- 5.2.19. Maintenance/Documentation of Written Policies, Procedures and Historical Data.
- 5.2.19.1. Ensure Civilian Pilots Possess Proper Landing Permits.
- 5.2.20. AM Contractor's Hold Harmless Agreement With the Government.

5.3. LEVELS OF AM SUPPORT PROVIDED TO THE 80 FTW AND ENJJPT

- 5.3.1. Hours of Operation.
- 5.3.2. After Hours, Emergency and Holiday Support.
- 5.3.3. Standby Procedures For After Duty Hours.
- 5.3.4. Emergency Response.
- 5.3.5. Contingency Operations.

5.4. QUALIFICATIONS AND TRAINING REQUIREMENTS

- 5.4.1. AM Personnel Qualifications and Requirements.
- 5.4.2. Essential Qualifications.
- 5.4.3. Employment of DoD Employees.
- 5.4.4. Service Provider Dress Code.
- 5.4.5. Flightline Driving Qualifications.
- 5.4.5.1. Pass and Identification Items.
- 5.4.6. BASH Qualifications and Training.
- 5.4.7. Training Requirements.
- 5.4.7.1. Required Travel and Training Expenses.
- 5.4.8. AM Staff Requirements.
- 5.4.8.1. Contract Manager and Assistant Contract Manager Roles and Responsibilities.
- 5.4.8.2. Required AM Positions.

5.5. SERVICE DELIVERY SUMMARY

5.6. GENERAL INFORMATION/APPENDICES

Publications, Forms, Reports, and Submittals	5-A
Historical Workload Data	5-B
Maps and Work Area Layout	5-C
Required Reports	5-D
Collateral Tasks (Duties)	5-E
Government Furnished Property and Services	5-F
Government-Furnished Property (Facilities)	5-FA
Government Furnished Equipment	5-FB
(Reserved)	5-FC
Government Furnished Property (Hand Tools and Special Tools)	5-FD
Government Furnished Property (ADPE)	5-FE
Government Furnished Property (Vehicles)	5-FF
Government Furnished Training	5-FG
Government Furnished Materials	5-FH
Abbreviations/Acronyms	5-G
OPLANS and Support Agreements	5-H

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 22	OF	90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC				

Specialized Training, Licensing, and Certification

5-I

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	23	OF	90
NAME OF OFFEROR OR CONTRACTOR				
MIDWEST MANAGEMENT TECHNOLOGY, INC				

5.1. GOVERNMENT EXPECTATIONS OF THE AM SERVICES PROVIDER

5.1.1. Summary of Expectations. Provide safe and effective airfield management (AM) services to the 82nd Training Wing (82 TRW), the 80th Flying Training Wing (80 FTW), the Euro-NATO Joint Jet Pilot Training Program (ENJJPT), Sheppard Air Force Base (SAFB), Wichita Falls Municipal Airport, and Frederick auxiliary airfield. The service provider must interact and foster a good working relationship with the local community and civilian agencies located at the Wichita Falls Municipal Airport to include the airport manager, commercial air carriers, the fixed-base operator (FBO) and civilian pilots. The service provider must also interact and foster a good working relationship with the Frederick Airfield Manager. Support provided to the 80 FTW and ENJJPT is critical due to their roles in the training of United States Air Force (USAF) and NATO coalition pilots. Aircrews and their aircraft are our most important customers. The airfield and Base Operations (BOPS) facility are the focal points of SAFB for many distinguished visitors (DVs) and foreign dignitaries. Both SAFB and Frederick auxiliary airfield must be properly maintained, examined and inspected to guarantee military and civilian customers safe operating environments. The service provider is responsible for ensuring the operational status, maintenance and upkeep of the runway supervisory units (RSUs) at SAFB and Frederick auxiliary airfield. The service provider is expected to provide AM services in strict compliance with the most current Federal Aviation Administration (FAA), Department of Defense (DoD), Occupational Safety and Health Administration (OSHA), USAF, Air Education and Training Command (AETC), locally developed regulations mandating safety requirements for military and civilian air operations and all items listed in Appendix 5-A. The service provider shall perform services during 80 FTW flying hours and after duty hours in support of based assigned/transient military aircraft, emergency medical aircraft and weather diverted civilian air carriers. Lastly, the service provider shall attend all meetings affecting airfield operations and coordinate effective and timely solutions to enhance the operating environments at SAFB and Frederick auxiliary airfield.

5.2. AM SERVICES PROVIDED TO THE 80 FTW AND ENJJPT

5.2.1. AM Essential Services. All duties, tasks and services associated with AM and BOPS as stated in AFI 13-213 paragraphs 1.1, chapter 2 (all), 4.3, chapter 5 (all), 6.1.8, 6.2.2, 6.3.2.3, and 6.5.1. The service provider shall also perform AM services during 80 FTW flying hours and after duty hours in support of base assigned/transient military aircraft, DV flights, emergency medical aircraft as directed by AFI 13-213, paragraph 6.5.1, and weather diverted civilian air carriers. The AM contractor has the choice to delegate/combine/integrate any mission duties or responsibilities listed above not specifically assigned to the Airfield Manager or Chief of Flightline Operations (CFO) amongst the contractor workforce as long as all mission duties and responsibilities are accomplished. See SOW paragraphs 5.2.2 and 5.4.8.1 for more guidance on combining and integrating mission duties and responsibilities.

5.2.2. The Core Tasks of the AM Service Provider:

- 1) Managing the specified airfields, their associated facilities and the services provided to the customer
- 2) Planning, organizing and directing activities affecting SAFB and Frederick auxiliary airfield
- 3) Conducting the minimum daily inspections and checks of SAFB and Frederick auxiliary airfield
- 4) Providing input, guidance and solutions at meetings concerning Sheppard's and Frederick's airfield facilities, air operations and airfield construction projects
- 5) Coordinating with specific SAFB agencies to include but not limited to CE, Security Forces, Communications, Transportation, 80 OG, 80 OSS, 80 FTW/SE and 80 FTW/EP to correct problems, improve procedures and increase the efficiency of AM services
- 6) Advising 80 FTW leadership, Wichita Falls Municipal Airport agencies, Frederick Airfield Manager and military aircrews of airfield conditions and deficiencies which impact or potentially impact flying operations at SAFB or Frederick auxiliary airfield

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	24	OF	90
NAME OF OFFEROR OR CONTRACTOR				
MIDWEST MANAGEMENT TECHNOLOGY, INC				

A comprehensive listing of the Airfield Manager's responsibilities include those defined in AFI 13-213 paragraphs 2.1.2, 2.1.3, 2.1.5, 2.1.6, 2.1.7 and 2.1.8. The CFO shall be primarily concerned with the management, execution and required coordination of Sheppard's BASH program IAW AFI 13-213, paragraphs 2.1.3.1, 2.1.4 and the SAFB BASH plan. The CFO is primarily responsible for the overall maintenance, upkeep and weekly inspections of all runway supervisory units (RSUs) at SAFB and Frederick auxiliary airfield. The CFO (or a designated AM representative) shall perform the required airfield inspections and checks at Frederick auxiliary airfield, ensure proper documentation is completed to include discrepancies and actions taken. All Airfield Inspections at SAFB and Frederick auxiliary airfield shall be conducted during daylight hours. During periods in which the 80 FTW utilizes Frederick auxiliary airfield in excess of 12 hours per day, the CFO (or a designated AM representative) shall perform one (1) daily airfield inspection of Frederick auxiliary airfield prior to the start of 80 FTW flying in IAW AETC Supplement 13-213, attachment paragraph A.1.2.1. In addition, the CFO shall be responsible for and execute all responsibilities specified in AFI 13-213 paragraphs 2.2.2 and 2.2.3. An optional position which applies at SAFB, is the Chief, Base Operations (CBO). The CBO is primarily responsible for the training of all AM personnel and ensuring all BOPS facility equipment, systems and assets are fully functional for effective and efficient customer service. Specific CBO qualifications and responsibilities are listed in AFI 13-213, paragraph 2.3. The CBO at SAFB may also assume the role and responsibilities of the Chief, Airfield Management Training (CAMT). AFI 13-213, paragraph 2.4 and chapter 7 can be used as guidance in developing this position. See SOW paragraph 5.4.7 for further training guidance. Ultimately, the AM contractor shall perform all the required tasks, functions and responsibilities assigned to the Airfield Manager, the CFO and the CBO/CAMT. The service provider's Airfield Manager and CFO, however, have the discretion to combine/integrate all specific tasks and responsibilities delegated to the CBO/CAMT and assign them as additional duties to any AM employee to meet local mission requirements.

5.2.3. Foreign Object Debris (FOD) Inspections/Airfield Trash Removal. The AM service provider shall perform daily FOD inspections of Sheppard's airfield and pick up FOD, trash and wind blown debris as observed. Sheppard's defined airfield environment consists of all runways, overruns, taxiways, paved/unpaved surfaces, ATC/ NAVAID facilities, and all grassy areas contained within the North and South SAFB perimeter fences beyond the runway ends/overruns. From the North perimeter fence, the airfield border continues due South along an imaginary line which dissects the middle of the old, alert aircraft apron (also known as the SAC ramp) and continues along the West edge of taxiway J until it meets the ENJJPT ramp. From the South Perimeter Fence directly South of runway 15R's overrun, Sheppard's airfield border continues along an imaginary line running due West until it intersects taxiway C's South edge. The airfield border continues Westward along the South edge taxiway C until it intersects the row of posted controlled area signs (AFVA 31-203) just Southwest of where taxiway A (South) meets taxiway C (West). The airfield also lies between the East perimeter fence and the row of posted controlled area signs running North to South along the West side of active taxiway A (North and South sections). At the taxiway A (North) and taxiway E intersection, the airfield border runs along the Eastern edge of taxiway A's abandoned section and continues due North until it meets the West edge of Taxiway D. The airfield border then runs North along the West edge of taxiway D until it meets the South entrance of the ENJJPT ramp. Radio controlled movement areas are any areas on the airfield exclusive of the ENJJPT and BOPS/transient ramps. See Appendix 5-C. If wind blown airfield trash/debris becomes excessive/uncontrollable, contact and obtain assistance from the appropriate QAP in Civil Engineering (CE) and annotate any problems on the daily events log (AF Form 3616) or airfield inspection form. FOD inspections may be performed in conjunction with the daily airfield inspection. Perform one FOD inspection before local flying begins, one midday inspection, as required by the Supervisor of Flying (SOF)/Tower Watch Supervisor or as identified by 80 FTW/transient pilots utilizing Sheppard's airfield and facilities. Notify the SOF, 80 FTW's Safety Office (80 FTW/SE), CE's Environmental office/Job Control (during weekend/holiday periods), 80 FTW transient alert (TA) services, Wichita Falls Municipal Airport Manager as required if bird remains or aircraft parts are found. Remove all dead animals, carcasses, animal remains and other FOD hazards from SAFB airfield. Coordinate bird/animal disposal with 80 FTW/SE and the Environmental office IAW AFI 13-213, paragraphs 2.1.3, 2.1.4, 2.6.3.10, 2.6.3.12 and the SAFB BASH plan. In addition, the AM service provider shall perform daily airfield inspections and document the items specified in AFI 13-213 para 2.1.2.4 & page 60 items A4.1, A4.2 and A4.3. Pick up and remove FOD,

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	25	OF	90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC				

trash, debris, dead birds, and animal remains on and along the edges of runway and grassy areas immediately surrounding 17R/35L at Frederick Auxiliary Airfield during required airfield inspections. If FOD, trash, and debris become excessive or uncontrollable, the AM service provider shall coordinate with the Fredrick Airfield Manger for immediate corrective actions. Document findings, notify Airfield Operations Flight Commander (AOF/CC) of actions taken, and follow-up on corrective actions. See Statement of Work (SOW) paragraphs 5.2.2, 5.2.4, and 5.4.8.1 covering CFO responsibilities.

5.2.3.1. Airfield Lighting Systems. Develop and enforce local procedures with CE IAW AFI 13-213, paragraph 2.2.3.7 covering daily inspections of airfield lighting systems at SAFB and Frederick auxiliary airfield. When deficiencies are noted, the service provider shall immediately notify CE and FAA's Wichita Falls Branch office for corrective action.

5.2.3.2. Aircraft Arresting Systems and Barriers. AM service provider shall perform daily visual inspections of all SAFB arresting systems and barriers IAW SAFBI 13-203, paragraph 5.5.3. When deficiencies are noted, the service provider shall immediately notify the proper SAFB agency for corrective action. Maintain hard copies/documentation of SAFB's aircraft arresting systems certification IAW AFI 13-213, paragraph 2.2.3.12.

5.2.4. Required Maintenance and Upkeep of Airfield Facilities. Provide safe, efficient, and effective management of SAFB and Frederick auxiliary airfield facilities. The service provider shall work closely with all applicable SAFB agencies and the Frederick Airfield Manager to ensure all airfield facilities, equipment and resources are fully functional and meet mission requirements. Perform follow up coordination of work orders and take necessary corrective actions in a timely manner.

5.2.4.1. Operational Support of Runway Supervisory Units (RSUs). The CFO shall perform weekly inspections of all RSUs located at SAFB and Frederick auxiliary airfield. Ensure all RSU inspection records are properly documented and forwarded to the AOF/CC and QAP every week. The CFO shall ensure the overall physical maintenance of all RSUs IAW 19 AFI 11-204/80 FTW Supplement 1, paragraph 1.8. The CFO shall ensure all RSU work orders are resolved and corrected by CE, Communications and 80 FTW Executive Programs Office (80 FTW/EP). Record all long-standing discrepancies IAW 19 AFI 11-204, attachment 2, paragraph A2.2. The CFO shall also ensure proper equipment support of all RSU facilities. Identify and coordinate equipment needs with RSU Training Officers (RSUTOs) from the 80th Operations Group Standards and Evaluations Office (80 OGV). The CFO (or a designated AM representative) shall periodically assist the RSUTSOs in locating and researching product/dealer/pricing information for any RSU replacement equipment. Report all RSU equipment needs to AOF/CC or the appropriate Government Purchase (IMPAC) Cardholder within the airfield operations flight.

5.2.4.2. BOPS Facility Maintenance. The BOPS facility is a "high visibility area" regularly visited by DVs, high-ranking military officials, foreign dignitaries and SAFB commanders. It shall be maintained accordingly. Ensure the building, equipment and resources which make up the BOPS facility are fully functional and meet the mission requirements outlined in AFI 13-213, chapter 3. The AM service provider shall perform periodic spot cleaning and housekeeping of the areas inside and outside of the BOPS building as needed. Contact and work directly with the BOPS building custodians to continually ensure **walkways and overhang area** immediately outside the BOPS facility leading to the transient ramp are kept free of visible dirt, trash, debris, snow, ice and other tripping/slipping hazards at all times. Contact and work directly with the appropriate QAP in CE to ensure the custodial contractor regularly and properly cleans the BOPS facility

In addition to the regular cleaning accomplished by the custodial contractor, the AM service provider will perform periodic, as needed, spot cleaning of the following areas:

- 1) The DV lounge/Burkburnett room** shall always present a neat and professional appearance. The room and furniture shall be free of visible stains, dirt, debris and trash prior to any DV arrival. All bathroom fixtures (to include

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	26	OF	90
NAME OF OFFEROR OR CONTRACTOR				
MIDWEST MANAGEMENT TECHNOLOGY, INC				

the mirror, countertops, sink, toilet and floor) shall be free of visible dirt, debris, trash and water/soap stains. The DV glass picture window shall be periodically cleaned as needed and made smudge/streak free. Reference SOW paragraphs 5.2.12 and 5.2.12.1 for DV responsibilities. The AM service provider shall coordinate with the appropriate CE custodial contract QAP prior to forthcoming DV visits to ensure proper cleaning and preparation of the DV lounge is accomplished.

2) The aircrew lounge furniture, flight planning areas, kitchen area, carpet and tile floor shall be free of food, drinks, visible dirt and debris when not in use by aircrews or other authorized users. The AM service provider shall ensure the aircrew lounge is kept locked when not being used by aircrews, authorized users or being serviced by the cleaning contractor.

3) The BOPS hallway furniture shall present an organized and professional appearance at all times. It shall be free of visible dirt, debris, trash, food and drinks at all times.

4) The AM staff office shall present an organized and professional appearance. The AM conference table shall be free of visible dirt, debris, trash, food and drinks when not in use for meeting purposes.

The AM service provider is directly responsible for clean up of the of the following three duty sections:

1) The BOPS duty desk shall present a neat and organized appearance at all times. The desktop and back counter surfaces shall be free of food, drinks and debris by the end of each shift.

2) The Flight planning room tables, computer areas, and carpet shall be free of food, drinks, visible dirt, debris and trash at all times. It should always present a neat and organized appearance.

3) The BOPS storage closet shall be periodically organized and cleared of food, drinks, debris, trash and visible dirt by AM personnel to prevent any slipping or tripping hazards at all times. The back storage floor must have a distinct and clear aisle/walkway at all times. Authorized tools, BASH equipment/ammunition, and other appliances kept within the storage area shall be organized, properly stowed and safely secured at all times. The AM service provider shall ensure the BOPS facility and storage closet are properly marked to reflect the appropriate weapons licenses and fire fighting codes necessary for the storage of BASH screamer pistols, BASH ammunition and any other pyrotechnic equipment. The storage area shall be devoid of any unauthorized chemicals, stain removers, stripping agents and cleaning products identified by the Environmental Compliance Assessment Management Program (ECAMP) inspection team at all times. The AM service provider shall identify, mark and box up all unauthorized chemicals/products and broken/obsolete computers, printers, telephones or unusable equipment. The AM service provider shall contact the Government QAP or AOF/CC for removal and proper disposal of the aforementioned items or any GFE items specified in appendix 5-F. In addition, the AM service provider will report all damaged furniture, fixtures, or equipment requiring repair or replacement, or heavily soiled carpets or furniture that might require professional cleaning to the building custodian and 82 TRW protocol office.

5.2.4.3. Government-Owned Vehicle (GOV) Inspections, Maintenance and Usage. The 4X4 emergency response GOV and any other GOVs assigned to the service provider shall be properly inspected, maintained, cleaned, serviced, and marked IAW AFI 13-213 paragraph 3.6 and T.O. 36-1-3, paragraph 2.100.1. The AM service provider is directly responsible for ensuring the 4X4 emergency GOV and any other assigned GOVs are properly cleaned inside and out. The cab interiors shall be vacuumed regularly as needed. The seats, windows and dashboards shall be made spot/stain/dust/dirt-free. The exterior shall be washed as needed and made dirt-free. Tools and items which can't be secured/locked directly to the GOV truck bed shall be removed and secured daily. The AM service provider shall perform a complete daily GOV inspection (to include tire pressure check, walk around check, visual damage check, engine fluids

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	27	OF	90
NAME OF OFFEROR OR CONTRACTOR				
MIDWEST MANAGEMENT TECHNOLOGY, INC				

check and lights/horn/truncated LAN mobile radio check) of the 4X4 GOV or any other assigned GOVs prior to first usage of the day. Use and annotate AF Form 1800, Operator Inspection Guide and Troubleshooting Report (General-Purpose Vehicles) daily. Return the 4X4 GOV or any other assigned GOVs to Transportation for scheduled, preventative maintenance and required/annual GOV inspections. Notify Transportation and/or Security Forces immediately of any GOV mechanical problems, breakdowns or vehicle damage regardless of when and where the mechanical breakdown or vehicle damage occurs (on or off SAFB).

5.2.5. AM Involvement in Planning Activities. The Airfield Manager and CFO shall be involved in planning activities affecting the use of the Sheppard's and Frederick's runways, taxiways, parking aprons, air traffic control (ATC) facilities, and navigational aids (NAVAIDS). These activities shall include but are not limited to airfield construction projects, airshows, exercises, deployments, transient operations and any federal, state, local government agencies utilizing the aforementioned airfields. The 80 OG/CC and his designated representatives shall regard the Airfield Manager or CFO as trusted agents in certain situations to include but not limited to exercises, sensitive weapons movements, hazardous cargo and transient aircraft movements.

5.2.6. Controlled Area Monitor for Sheppard's Airfield and BOPS Facility. The AM service provider shall assist Security Forces and Sheppard Tower personnel to monitor and control airfield activities, unauthorized aircraft movements, unauthorized ground vehicle operations and unauthorized personnel in and around Sheppard's airfield environment (see appendix 5-C) during actual, real-world contingency operations and during SAFB security exercises. Maintain and enforce positive control of non-base assigned military and civilian contractor personnel on the airfield during 80 FTW flying hours and after hour/overtime support periods. Report any suspicious activities and personnel to Security Forces and 80 FTW/SE immediately. Provide increased surveillance and heightened security measures of Sheppard's airfield, the BOPS facility and any assigned GOVs in support of real-world contingency operations and SAFB security exercises. Develop and enforce local security procedures covering Sheppard's airfield, the BOPS facility and any assigned GOVs for the aforementioned situations IAW 80 FTWI 30-201, paragraph 2.5 and the SAFB Resource Protection Plan. Comply with all THREATCON procedures IAW the SAFB Resource Protection Plan. All AM personnel shall be properly trained on and enforce locally developed security measures and procedures.

5.2.6.1. Key Control. The AM service provider shall maintain control and security of all assigned BOPS facility (exception: Government QAP's office) and any assigned GOV keys. Immediately alert the BOPS building custodian(s) AND the Contracting Officer to any lost, stolen or missing government facility keys. Immediately alert Transportation, Security Forces AND the Contracting Officer to any lost, stolen or missing GOV keys. The AM service provider shall ensure immediate corrective actions are taken in response to lost, stolen or missing government facility or GOV keys. The contractor shall not duplicate keys issued by the Government. The Government replaces lost keys or performs re-keying. The total cost of lost keys, re-keying or lock replacement shall be deducted from the monthly payment due the contractor.

5.2.7. Flightline Drivers Program. The AM service provider shall establish, maintain and enforce a local flightline driver's program which meets all criteria specified in AFI 13-213 chapter 4. The program will ensure the safety of all GOV/POV vehicle operators and protect all aircraft operations on both SAFB and Frederick auxiliary airfield.

5.2.8. Airfield Coordination. The AM service provider shall coordinate with SAFB agencies and be involved in all planning activities (construction, exercises, deployments, etc.) affecting the use of the airfield environment and facilities to include but not limited to runways, taxiways, parking aprons, control tower, approach control and navigational aids (NAVAIDS). The Airfield Manager or CFO shall also attend all meetings associated with SAFB's airfield.

5.2.8.1. Airfield Construction. Evaluate all proposed airfield construction, activities, projects, etc. for compliance with established airfield criteria. Coordinate and work with CE if any new construction violates established criteria and

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	28	OF	90
NAME OF OFFEROR OR CONTRACTOR				
MIDWEST MANAGEMENT TECHNOLOGY, INC				

determine corrective actions/alternate solutions, if possible. Coordinate all proposals/concerns with the 80 OG/CC, 80 FTW/EP and the AOF/CC.

5.2.8.2. Airfield Waiver Review. The AM service provider's AM staff shall participate in the SAFB and Frederick auxiliary airfield waiver review process IAW AFI 13-213, paragraph 2.1.5. Attend the annual waiver review board meeting and all Airfield Operations Board (AOB) meetings. Coordinate with all applicable SAFB agencies to reduce and minimize waivers to established criteria on both SAFB and Frederick auxiliary airfield. Coordinate with CE, Communications, 80 FTW/SE and the 80 FTW TERPS specialist to perform quarterly joint airfield inspections of SAFB and bi-annual joint airfield inspections of Frederick auxiliary airfield to ensure development and enforcement of a comprehensive waiver package/program.

5.2.9. Pilot-Controller Liaison Program (PICL). The Airfield Manager or CFO shall attend and participate in all 80 FTW PICL meetings. Brief and discuss airfield-related issues with pilots during meetings IAW AFIs 13-203 and 13-213, paragraph 2.2.2.3.

5.2.10. Special Events. The AM service provider shall support special events utilizing SAFB and Frederick auxiliary airfield as required by the Government. The AM service provider shall ensure all special events are conducted safely with respect to air and ground operations. Special events include but are not limited to airshows, change of command ceremonies, ENJJPT red carpet tours, static displays and special training flights for DV groups. Coordinate with aircraft maintenance (80 FTW/LGM) and TA services to ensure excellent support for all special events and prevent any unacceptable/unsafe impacts to flying operations from occurring.

5.2.11. AM Operations Support Services. Flight Data Assistants are primarily tasked with the following core tasks:

- 1) Processing flight plans and other air traffic data
- 2) Providing flight following services/initiating actions for overdue aircraft
- 3) Processing and maintaining FAA/local NOTAMs
- 4) Maintaining daily events log
- 5) Performing airfield inspections and checks
- 6) Monitoring and responding to IFEs and GEs as appropriate
- 7) Executing OIs and quick reaction checklists (QRCs) for situations requiring immediate action
- 8) Checking/replacing all flight planning products/FLIPs for accuracy, currency and availability
- 9) Briefing aircrews on current airfield operations and restrictions.

A comprehensive listing of a flight data supervisor's/assistant's responsibilities are listed in AFI 13-213, paragraph 2.6.3. The USAF recommends hiring highly-qualified Flight Data Specialists (see appendix 5-I listing certain recommended training for Flight Data Specialists/Flight Data Supervisors). The AM contractor shall ensure all personnel are properly trained, efficiently use flight planning equipment and provide professional, courteous customer service to the Sheppard flying community at all times. The AM service provider is specifically tasked with managing all aspects (picking up, receiving, sorting, re-ordering, changing, updating) of FLIPs and other required flight planning products designated for the BOPS facility IAW AFI 13-213, paragraph 2.6.3. Contact 80 OSS/DOQ, the National Imagery and Mapping Agency (NIMA) and other publication agencies as required to continually guarantee a current and adequate supply of FLIPs and required flight planning products to Sheppard's flying community.

5.2.11.1. NOTAMS Processing. Receive, prepare, process and revise all flight safety and local NOTAMs directly impacting flying operations at SAFB airfield. Immediately disseminate all flight safety and local NOTAM to all military and civilian aircrews departing from SAFB IAW AFJMAN 11-208, DoD NOTAM System and NOTAM

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	29	OF	90
NAME OF OFFEROR OR CONTRACTOR				
MIDWEST MANAGEMENT TECHNOLOGY, INC				

Bulletins. Provide all aircrews departing SAFB with the 1-800-WXBRIEF telephone number to Flight Service Stations (FSS) servicing civil airfields not belonging to the DoD/USAF NOTAM system.

5.2.11.2. Back-up Procedures. Ensure continual customer support services. The Airfield Manager and CFO shall ensure back-up procedures are established and in place for any AM operations support equipment system failures. AM operations support equipment systems include but are not limited to NOTAM computers, flight planning computers, BOPS duty desk equipment, the secondary crash phone system (see AFI 13-213, paragraph 2.3.2.4), telephones, fax machine(s), computers, printers and any related flight planning/scheduling software.

5.2.11.3. Aircraft Operations. Use the most current and efficient flight planning systems available (US Air Force approved) to ensure all arrivals, departures and aircraft ground operations (parking/towing of aircraft) take place within required time parameters IAW AFI 13-213, paragraph 2.6.3.

5.2.11.4. RSC and RCR Determinations. Perform required RCS and RCR readings in a timely and efficient manner as weather conditions warrant readings. Immediately communicate findings to the SAFB flying community IAW 13-213, chapter 5 (all) and T.O. 33-1-23.

5.2.11.5. FLIPs Updates and Change Outs. Inspect FLIPs displays and stock levels daily. Remove any outdated material immediately and restock FLIPs displays as soon as possible with current FLIP and any other required periodical, aeronautical information publications. Identify any FLIPs product shortages and take immediate actions to correct. AM personnel shall perform manual change-outs of periodical flight planning products within the BOPS flight planning room. In addition, service provider personnel shall contact applicable agencies--80 OSS Bookstore (80 OSS/DOQB), NIMA or other publication agencies--and make reordering/pick up arrangements of flight planning products when late releases or delays occur. Receive and post any Permanent Change Notice (PCN), Emergency Change Notice (ECN), and Terminal Change Notice (TCN) to flight planning products no later than the effective date. Evaluate the NIMA survey list of all publications on automatic distribution for currency and accuracy. Report any FLIPs periodical discrepancies to NIMA. Reference SOW paragraph 5.2.11.

5.2.11.6. Passenger Processing Services and Responsibilities. The AM service provider, when informed of an aircraft arriving or departing SAFB with 11 or more passengers, shall notify Transportation and Security Forces personnel to handle any associated passenger processing services. Transportation and Security Forces are both responsible for all passenger processing procedures and activities involving aircraft carrying 11 or more passengers. The AM service provider shall immediately notify Security Forces personnel of any observed unruly/ disorderly military or civilian passengers. The AM service provider shall alert Security Forces to any individuals acting drunk, drug induced or under the influence of any intoxicating agents. Alert procedures shall include activation of a duress alarm located behind the BOPS duty desk.

5.2.11.6.1. Aircraft Carrying 10 Passengers or Less. The AM service provider shall notify the Pilot in Command (PIC) of any available passengers awaiting DoD space available (space A) transportation. The PIC will determine if he/she has any Space A seating. The PIC shall assume responsibility for all passenger-processing activities to include anti-hijacking procedures. Service provider personnel shall alert the PIC to any observed unruly/disorderly passengers and activate the BOPS duress alarm to obtain assistance from Security Forces. Service provider personnel shall also alert the PIC to any individuals appearing drunk, drug induced or under the influence of any intoxicating agents.

5.2.11.6.2. Distinguished Visitor (DV) and Special Category Passengers. Procedures for handling DVs and special category passengers will be at the discretion of their host/sponsor, 82 TRW or 80 FTW protocol. The PIC shall make the

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	30	OF	90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC				

determination to relinquish any space A seats on these missions. Passenger processing threshold limits and notification of applicable SAFB service agencies stated in SOW paragraphs 5.2.11.6 and 5.2.11.6.1 still apply.

5.2.12. DV Support Services. AM service provider shall maintain a DV lounge for arriving and departing DVs. The DV lounge/Burkburnett Room is used by the 82 TRW and 80 FTW commanders to greet and entertain visiting government officials, foreign dignitaries and other important guests. It is a high visibility area and shall be maintained accordingly. Post the American and State of Texas flags prior to DV's arrival. Refer to SOW paragraph 5.2.4.2 to ensure spot cleaning of the transient ramp entrance for dirt, trash and other debris is accomplished. Ensure the BOPS marquee sign correctly states DV's name and title. Coordinate with 82 TRW and 80 FTW protocol offices, the CE custodial contract QAP, and 82 TRW public affairs office as required.

5.2.12.1. Coordination with 82 TRW and 80 FTW Protocol Officials. Contact 82 TRW and 80 FTW protocol officials as necessary prior to DV visits. Both 82 TRW and 80 FTW protocol officials will ensure food items (finger sandwiches, cookies etc.) and various beverages are provided for DV visits at the BOPS facility. The AM service provider is responsible for ensuring coffee/tea are brewed and on hand prior to the arrival of all DVs, foreign dignitaries and other important visitors.

5.2.13. Delivery/Shipment of Government Property. Should Government property be delivered to the BOPS facility, the AM contractor shall immediately contact the Government QAP, the AOF/CC or other designated representative within the airfield operations flight to handle acceptance or refusal of the property.

5.2.14. Inspections/Inventories of Government Furnished Equipment (GFE). The service provider's AM staff shall perform annual inspections/inventories of all GFE. The AM contractor shall provide all inventory records/GFE documentation to the Contracting Officer or designated Government representative as required and upon request. The service provider shall also perform GFE inventory inspections with the Government QAP prior to contract start date and upon completion of contract.

5.2.15. Government Observations and Inspections. Government personnel to include the USAF Inspector General (IG), HQ USAF staff, AETC inspection teams and any SAFB inspection teams are authorized to observe and inspect AM contractor operations. The aforementioned personnel, however, may not interfere with service provider's performance and execution of the AM services contract IAW AFI 13-218.

5.2.16. Bird Aircraft Strike Hazards (BASH) Services. Follow BASH procedures as outlined in the SAFB BASH plan and attend all Bird Hazard Working Group (BHWG) meetings at SAFB. Conduct BASH inspections at SAFB prior to the first scheduled flight of the day and at sunset. Chase and depredate birds/animals as necessary in accordance with SAFB's Federal Fish and Wildlife Depredation Permit. The AM service provider personnel shall be readily available and trained to chase or depredate birds and animals from flightline areas as required by the Supervisor of Flying (SOF), the Tower Watch Supervisor, or other controlling agency. AM personnel shall perform research on and assist the Government in obtaining proper storage containers, fire code markings and explosive licenses for any required support equipment if BASH firearms, ammunition, 15MM screamer pistols or other pyrotechnic equipment stored on site at the BOPS facility when needed. The service provider personnel shall declare bird-watch conditions when the SOF is not present or recommend conditions to the SOF/Tower Watch Supervisor IAW the SAFB BASH Plan. The AM service provider shall ensure Sheppard's and Frederick's airfield grass height conforms to the 7"-14" requirements specified in the SAFB BASH plan. Immediately notify the CE's appropriate QAP and the CE Environmental Office for corrective actions if Sheppard's or Frederick's airfield grass fails to meet height requirements.

5.2.16.1. Storage and Usage of Government-Owned BASH Shotguns/Ammunition. The USAF shall provide the AM contractor with firearms, safety equipment, ammunition and storage facilities to house and secure BASH depredation

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	31	OF	90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC				

equipment. Upon receipt of Government-issued firearms, the AM contractor and its employees shall strictly adhere to all of the following procedures agreed upon by Security Forces and the 80 OSS covering the storage, usage and transport of all BASH firearms, 15MM screamer pistols and other pyrotechnic equipment on SAFB:

- a. AM personnel shall only be allowed to carry firearms specifically listed as GFE on the AM services inventory records and Security Forces' Armory Weapons records (make/model and serial numbers of all firearms required). No others shall be allowed. Government owned and issued firearms shall never be taken off SAFB.
- b. AM personnel shall strictly adhere to the named species/authorized kill limits established in the Federal Fish and Wildlife Depredation Permit held by CE's Environmental Office.
- c. The Security Forces Control Center (SFCC) will be notified of all eradication missions.
- d. The SFCC shall be briefed prior to commencing depredation activities. AM personnel shall inform the SFCC of the exact location, start and end times, names of all personnel accompanying the contractor and the weapon(s) used.
- e. Firearms will not be allowed anywhere on the installation except when in transit to and from Sheppard's airfield and on the airfield for eradication missions. Weapons shall only be used during prearranged, specified times of eradication. When the eradication mission is complete, the AM contractor shall ensure the firearm(s) are immediately be cleared (unloaded) on the airfield, and immediately returned to Security Forces' armory for clearing and storage.
- f. After clearing the firearm(s) and upon acceptance from Security Forces armory personnel, the AM contractor shall properly clean and maintain all firearms used during the eradication mission.
- g. A minimum of two individuals shall take part in any eradication mission. The contractor shall employ the two person "buddy system" with one individual serving as the shooter and the other as the spotter. Personnel on eradication missions will wear brightly colored/reflective vests, eye and hearing protection.
- h. Before discharging a firearm AM personnel will ensure a clear line of fire as well as ensuring that the firearm is always pointed in a safe direction.
- i. At any time during eradication missions, any person can direct the AM contractor to stand down, cease fire, and halt the eradication mission.
- j. AM personnel shall accurately account for and document all used and unused ammunition, casings, and empty shells.
- k. Weapons shall be stored in the Security Forces' armory and will not be stored anywhere else (i.e. POVs, offices, etc.) under any circumstance.
- l. AM personnel shall possess a copy of the AM services contract (or the Memorandum of Understanding (MOU) between the Security Forces Commander and the 80 OSS/CC) and their proper firearms certification card during all eradication missions and firearm transports between the Security Forces' armory and the BOPS facility.

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE
	F41612-02-C-0001	32 OF 90

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

m. If an AM contractor is stopped at an installation entry point or by an installation patrol unit, he/she must immediately notify the Security Forces patrolman of the presence of a firearm(s) and present a copy of the AM services contract or the aforementioned MOU.

n. At no time will AM personnel have ammunition loaded in the firearm(s) except when performing eradication missions on the airfield. There will never be a loaded firearm in a vehicle.

The AM service provider shall ensure the proper storage permits, and fire fighting codes/markings are in place at BOPS facility if ammunition is stored on-site. The service provider shall also directly coordinate with the CE Environmental Office, 80 FTW/SE and 80 OSS regarding the purchase and usage of specialized ammunition (ex. non-toxic vs. lead-based shot gun shells) and ammunition re-supply.

5.2.16.2. Coordination and Disposal of Birds/Animals. The service provider shall accurately document all BASH responses and BASH depredation activities (to include date, time, bird/animal species killed and exact number of birds/animals killed) on the daily events log (AF Form 3616) and provide documentation to the QAP, AOF/CC, 80 FTW/SE and Environmental office for review and tracking purposes. The service provider shall also directly coordinate with 80 FTW/SE and the Environmental office for proper disposal of depredated birds/animals obtained from Sheppard's airfield.

5.2.17. Customer Service. All AM personnel shall provide polite, cheerful, and prompt customer service at all times. All AM personnel shall present a professional and courteous image at all times. All immediate follow-up and corrective actions arising from customer complaints/comments are the responsibility of the AM service provider. Follow-up on customer comments, complaints and feedback to constantly ensure AM services are executed to the customers' satisfaction. AM service provider will keep customer feedback survey forms readily and openly available in all flight planning areas.

5.2.18. Recognition of Obstacles/Hazards to Flight Safety and Initiation of Corrective Actions. All service provider personnel must be able to effectively recognize obstacles and hazards to flight safety and coordinate effective solutions in a timely manner to ensure 80 FTW and ENJJPT pilot training missions can proceed with minimal interruption. In addition, AM staff shall notify the appropriate SAFB agencies, submit work orders as necessary, initiate corrective actions, and track/document results to problem areas.

5.2.19. Maintenance/Documentation of Written Policies, Procedures and Historical Data. Develop and maintain all local policies, procedures, plans, instructions, regulations, and supplements pertaining to AM. Additionally, the service provider's AM staff shall review current FAA, DOD, USAF, AETC and locally written policies, procedures, operations plans (OPLANs), operating instructions (OI's), regulations, supplements and Letters of Agreement (LOA's) annually or as new items are issued/published. AM staff shall evaluate airfield and aeronautical publications for accuracy and update as necessary. Written documentation or proof of an annual/required publications review shall be forwarded to the Government QAP and AOF/CC upon completion. Additionally, the AM service provider shall track, maintain, and file AM forms, events logs, discrepancy logs, spreadsheets and questionnaires which record air operations, historical data and customer feedback IAW AFI 37-138, Records Disposition--Procedures and Responsibilities. No historical records, workload data, customer feedback will be discarded without prior consent from the Government QAP, the Contracting Officer or AOF/CC. The AM service provider shall relinquish control of and return all aforementioned historical and workload data (to include all hardcopies, computer software and hardware records) to the Government QAP and AOF/CC upon contract completion. Required data items include but are not limited to all RSU records, daily BASH harassment/depredation tracking sheets, Frederick inspection discrepancy records, weather warnings/advisories information, in/outbound traffic logs, stereo route information, any passenger processing records, and any applicable

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	33	OF	90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC				

records which quantify and reflect after hour support (to include overtime approval, actual hours/time worked and overtime payment records) of 80 FTW night flying, DV flights, lifeguard/medivac flights, and weather divert flights. All daily events logs shall be maintained and annotated in accordance with AFI 13-213 para 3.2.11 to include reasons for extended hours, last down time or last takeoff time of aircraft at SAFB. All daily events logs shall be submitted to the AOF/CC and QAP for weekly review. Perform thorough daily shift change briefings to ensure the aforementioned data is properly relayed to follow on crews. The AM contractor's staff or employees shall produce any aforementioned historical data or written documentation at the request of Government QAP or AOF/CC.

5.2.19.1. Ensure Civilian Pilots Possess Proper Landing Permits. Ensure all civilian pilots utilizing SAFB facilities, aircraft parking areas and resources possess appropriate landing permits IAW AFI 10-1001. Notify Security Forces, 80 OG/CC, 80 AOF/CC, and Airfield Manager of any unauthorized aircraft's landing at SAFB. Document aircraft's identification number and landing time on the daily events log. Collect any applicable landing fees. Send landing fees and documentation to appropriate SAFB agencies.

5.2.20. AM Contractor's Hold Harmless Agreement With the Government. The Government/USAF shall not be held liable for the actions of the AM contractor or the AM contractor's employees. If the Government/USAF is sued as a result of the AM contractor's actions, the AM contractor and its employees agree to hold the Government/USAF harmless from any judgments or adverse results there from.

5.3. LEVELS OF AM SUPPORT PROVIDED TO THE 80 FTW AND ENJJPT

5.3.1. Hours of Operation. The AM contractor's operation hours shall directly mirror the operation hours of Sheppard's Tower. Refer to any current military IFR supplement guides or civilian airport directories for published tower hours and review appendix 5-B for a historical workload estimate of tower hours.

5.3.2. After Hours, Emergency and Holiday Support. The service provider shall determine and factor the annual support costs of all 80 FTW night flying, DV flights, lifeguard or medivac flights, air carrier weather divert flights, after hour transient aircraft operations and all paid holidays into its overall contract price. If the service provider ever approaches any of the after hours or emergency support parameters derived by the Government (see historical workloads and hours of operation in appendix 5-B), the service provider shall immediately inform the Contracting Officer before an overtime situation arises or occurs. The Government will only pay the AM contractor for actual costs of after hours support which exceed established workload parameters. The service provider shall accurately document all after hour/emergency support activities with actual start and end times on the daily events log (AF Form 3616) and furnish the data to the QAP and AOF/CC.

5.3.3. Standby Procedures For After Duty Hours. The Contracting Officer may direct and require the Airfield Manager or designated AM representative at any point during the lifespan of the AM services contract to carry a beeper and/or cell telephone and be placed on call after normal duty hours. The Airfield Manager or designated AM representative shall be on site at SAFB within one hour of notification. Following initial notification for after hour support by SAFB's Command Post or other authorized Government authority, the service provider's on-call representative shall immediately perform an airfield check of SAFB's primary instrument runway and other required AM tasks.

5.3.4. Emergency Response. The AM service provider shall maintain a fully operational secondary crash network and activate/respond to it within 5 seconds after receiving a primary crash alarm notification by Sheppard Tower. Respond to in-flight emergencies (IFEs) and ground emergencies (GEs) on Sheppard's airfield and perform immediate follow up actions to include but not limited to FOD/BASH checks, runway surface condition (RSCs) readings and runway condition readings (RCRs) per the SOF's or Tower Watch Supervisor's directions. The only exception to

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	34	OF	90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC				

performing the aforementioned actions shall occur if the SOF notifies service provider personnel and specifically takes responsibility of Sheppard's airfield conditions at that time. This exception is known as "SOF's Call". The service provider shall respond to after hour emergencies as directed by the Contracting Officer or other designated Government agent. After hour emergency situations include but are not limited to medivac flights, DV flights, air carrier weather divert flights, contingency operations, natural disasters and domestic uprisings.

5.3.5. Contingency Operations. When notified by the Contracting Officer, the AM contractor shall provide AM services to support base, local or national commitments up to and including a declared war that would generate aircraft surges and increased AM operations services. These services shall be provided up to 24 hours a day, seven days a week as required for the duration of the contingency. The Contracting Officer shall advise the service provider of the required level of effort verbally and follow-up with a contract modification for equitable adjustment.

5.4. QUALIFICATIONS AND TRAINING REQUIREMENTS

5.4.1. AM Personnel Qualifications and Requirements. To successfully accomplish the aforementioned Government expectations, all AM personnel shall, at a minimum, possess a thorough understanding of the most current AM procedures and practices. All AM personnel shall be fully qualified, professional in appearance and personal conduct, and customer service-oriented at all times.

5.4.2. Essential Qualifications. All service provider personnel shall be able to read, write, speak and understand English and possess a valid/current state driver's license. All service provider personnel shall successfully complete, as a minimum, a National Agency Check (NAC) before operating Government furnished workstations/ADPE equipment/computer equipment and each applicable employee shall complete annual computer security refresher training. The contractor shall submit NAC investigation requests for all applicable personnel within 30 calendar days after contract start date or hiring of employee to the appropriate Unit Security Manager, with copies forwarded to the QAP and Contracting Officer. The contractor shall comply with requirements in DoD 5200.2-R Personnel Security Program, Paragraphs 3-614, 3-401 and Appendix K and AFI 33-119, Electronic Mail (E-Mail) Management and Use.

5.4.3. Employment of DoD Employees. The AM service provider shall not employ any person who is an active-duty or retired employee of the USAF or DoD if employment of the individual creates a conflict of interest as determined by the USAF. Absence of personnel due to military commitments does not waive performance of contract requirements.

5.4.4. Service Provider Dress Code. Flight Data Assistants shall wear a uniform or standardized clothing displaying the service provider's company name and maintain uniforms in a clean and professional manner at all times. AM staff shall wear clean and professional attire at all times. In addition, AM staff shall wear identification badges reflecting the company's name, the individual's name and his/her assigned job title.

5.4.5. Flightline Driving Qualifications. All AM personnel shall complete the Security Forces' driver safety course at SAFB and local flightline driver's training as directed by AFI 13-213, chapter 4 prior to operating a GOV or privately-owned vehicle (POV) on the flightline. All service provider personnel shall possess current AF Forms 483 (Certificate of Competency) issued by 80 OSS and 2293 (USAF Motor Vehicle Operator Identification Card) issued by Transportation after successfully completing local flightline driver's training IAW AFI 24-301 and AFM 77-310.

5.4.5.1. Pass and Identification Items. The service provider shall ensure all AM personnel obtain the required pass and identification items. In addition the Contracting Officer or any Government personnel has the authority to check any AM personnel without notice for proof or possession of the following items:

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	35	OF	90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC				

- a. DD Form 1172, Application for Uniformed Services Identification Card, (See AFI 36-3001, Issuing and Controlling Identification (ID) Cards and AETC Instruction 36-3001, Issue and Control of AETC Civilian Identification (ID) Cards).
- b. AETC Form 58, Civilian Identification Card (See AETCI 36-3001).
- c. AF Form 2219 (series), Registered Vehicle Expiration Tab, (See AFR 125-14, Motor Vehicle Traffic Supervision).
- d. DD Form 2220, DoD Registered Vehicle and Installation Tab, (See AFR 125-14).
- e. AF Form 75, Visitor/Vehicle Pass, (see AFR 125-14).
- f. AF Form 2239 GOV license issued by Transportation.

The service provider shall ensure all AM employees turn in pass and identification items listed above prior to ending employment with the AM contractor.

5.4.6. BASH Qualifications and Training. All AM personnel shall be shotgun qualified within 6 months of being hired and coordinate initial and recurring training with Security Forces and the CE's Environmental Office. All AM personnel shall seek and obtain proper firearms training and become qualified to use the 15MM screamer pistol, BASH cannons and any pyrotechnic equipment employed at SAFB in support of the Sheppard BASH plan (within 6 months of being hired).

5.4.7. Training Requirements The AM service provider shall develop a comprehensive training program. The contractor can refer to AFI 13-213 chapter 7, MAJCOM Position Certification Guides (PCG's), Career Field Education and Training Plan's (CFETP's), Career Development Courses (CDC's), FAA training guides, and any other appropriate AM guides/sources for training material and topics. The AM contractor shall set-aside a minimum of two hours per month for all AM personnel that work 20 hours or more per week to strictly engage in AM proficiency and/or safety training. Offerors shall submit an overall training plan describing their training methodology and philosophy that will cover the term of the contract with their proposal. The AM contractor shall maintain detailed training records on each individual and present training records to appropriate government personnel upon request.

5.4.7.1. Required Travel and Training. All service provider personnel shall meet basic minimum job and training qualifications as a prerequisite to performance of the AM services contract. Certain service provider personnel, based on their position or job prerequisites will be required to attend annual AM classes, workshops, conferences and upgrade training in the performance of their required duties. The Airfield Manager shall meet all qualifications outlined in AFI 13-213, paragraph 2.1.1.2. The Chief of Flightline Operations (CFO) shall meet the qualifications outlined in AFI 13-213, paragraph 2.2.1.2. Both the Airfield Manager and the CFO shall have attended and successfully completed the Military Airfield Manager's Course (CTSE3AZR1C091 000, PDS Code 200) as a prerequisite to performing the AM services contract. Both shall attend FAR 139 school at the FAA Academy within 24 months of being hired. In addition, the Airfield Manager or the CFO shall attend the AETC Airfield Operations conference at Randolph AFB, Texas and the worldwide AM conference each year (location and date to be determined). Separately, the Airfield Manager or CFO shall attend and successfully complete course E5ASG1CO71-020 covering joint-use, airfield certification procedures offered by the FAA Academy within 18 months of being hired. The AM contractor shall pay all expenses related to sending any employees to all required AM courses, workshops and conferences and factor these costs into the overall contract price. See appendix 5-I for historical and future requirements. The AM service provider shall provide proof/documentation of training or course completion to the Contracting Officer and QAP.

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	36	OF	90
NAME OF OFFEROR OR CONTRACTOR				
MIDWEST MANAGEMENT TECHNOLOGY, INC				

5.4.8. AM Staff Requirements. The service provider's AM staff as listed in AFI 13-213, paragraph 2.1.2.3 shall possess a thorough knowledge of the most current USAF and FAA requirements for compliant airfield operations and meet the qualifications outlined in AF 13-213, paragraphs 2.1.1, 2.2.1, 2.3.1 and 2.4.1.

5.4.8.1. Contract Manager and Assistant Contract Manager Roles and Responsibilities. The AM service provider shall provide SAFB with a readily accessible, on-site Contract Manager and Assistant Contract Manager who represent company management. The duties, responsibilities and compensation of the Contract Manager and Assistant Contract Manager shall meet the requirements for exemption listed in the U.S. Department of Labor's "Executive, Administrative, and Professional" exemption criteria found in 29 Code of Federal Regulations (CFR), Title 541. In addition, the Contract Manager and Assistant Contract Manager shall not be included the collective bargaining unit (as negotiated between Phoenix Management and the United Auto Workers) that includes the Flight Data Assistants in order to prevent a conflict of interest regarding the ability to fully manage, supervise and discipline Flight Data Assistants. The duties, responsibilities of the Airfield Manager may be integrated/combined with the Contract Manager's duties, responsibilities, thus creating a single position. The CFO's duties, responsibilities may be integrated/combined with the Assistant Contract Manager's duties, responsibilities thus creating a single position. The integrated/combined positions of Airfield Manager/Contract Manager and CFO/Assistant Contract Manager, shall meet the requirements for exemption listed in the U.S. Department of Labor's "Executive, Administrative, and Professional" exemption criteria found in 29 Code of Federal Regulations (CFR), Title 541. In addition, the Airfield Manager/Contract Manager and CFO/Assistant Contract Manager shall not be included the collective bargaining unit (as negotiated between Phoenix Management and the United Auto Workers) that includes the Flight Data Assistants in order to prevent a conflict of interest regarding the ability to fully manage, supervise and discipline Flight Data Assistants.

5.4.8.2. Required AM Positions. The service provider's AM management staff shall consist of a minimum of two individuals: the Airfield Manager/Contract Manager and the CFO/Assistant Contract Manager.

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 37	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

SECTION 5.5 SERVICE DELIVERY SUMMARY

PERFORMANCE OBJECTIVE	SOW PARAGRAPH	PERFORMANCE THRESHOLD
1. AM staff meet minimum job qualifications and perform joint-use airfield requirements.	5.1.1, sections 5.2 (all), 5.3 (all), 5.4 (all)	95 % of the time
2. AM flight data personnel meet minimum job knowledge qualifications and perform job requirements.	5.1.1, paras 5.2.3 thru 5.2.4.3, 5.2.6 thru 5.2.7, 5.2.10 thru 5.2.19.2, 5.3.1, 5.3.3 thru 5.4.1 thru 5.4.7.1	95 % of the time.
3. Airfield Inspections/Checks--Document as required.	5.1.1, 5.2.2, thru, 5.2.4.1, 5.2.11.1, 5.2.11.4, 5.2.17, 5.4.6.3, 5.4.8.2, 5.4.9	98% compliance.
4. Identify airfield violations and safety hazards. Initiate corrective actions, document and notify responsible agencies for corrective actions.	5.1.1, 5.2.2, 5.2.3, 5.2.3.1, 5.2.3.2, 5.2.4, 5.2.4.1, 5.2.7 thru 5.2.10, 5.2.11.1, 5.2.11.4, 5.2.17, 5.2.18,	98% compliance.
5. Be aware of and involved in the planning phase of all activities affecting the use of the airfield environment.	5.1.1, 5.2.5 thru 5.2.10,	98% of the time.
6. Frederick Auxiliary Airfield Inspection Evaluation Procedures.	5.1.1, 5.2.2 thru 5.2.3.1, 5.2.4. thru 5.2.4.1, 5.2.16.2, 5.2.17, 5.2.19	95% of the time.
7. Coordinate with SAFB agencies to ensure an accurate airfield waiver program.	5.1.1, 5.2.8 thru 5.2.8.2	95% of the time.
8. Ensure aircrews receive timely and accurate NOTAM information	5.1.1, 5.2.11 thru 5.2.11.2, 5.2.17	99% of the time.
9. Monitor and document aircraft operations (arrivals, departures, parking, etc.)	5.1.1, 5.2.11, 5.2.11.2, 5.2.11.3	99% of the time
10. Maintain fully functional airfield facilities and RSUs.	5.1.1, 5.2.2, 5.2.4 thru 5.2.4.2, 5.2.11.2, 5.2.17, 5.3.4	97% of the time
11. Prepare DV lounge and ensure proper DV support.	5.1.1, 5.2.4, 5.2.4.2, 5.2.12, 5.2.12.1, 5.2.17	100% of the time.
12. Maintain a current flightline drivers program. Enforce and track all driver violations.	5.1.1, 5.2.7, 5.4.5, 5.4.5.1	98% of the time.
13. Ensure FLIP products are kept current and available.	5.1.1, 5.2.11, 5.2.11.5 5.2.17	98% of the time.
14. Coordinate on all written base policies, procedures, plans, instructions/regulations, and supplements pertaining to airfield usage and AM operations.	5.1.1, 5.2.19	98% of the time.
15. Provide excellent customer service and support all military/civilian customers and collateral agencies.	5.1.1, 5.2.2, 5.2.11 thru 5.2.13, 5.2.17, 5.3.1, 5.3.3 thru 5.3.5, 5.4.1	98% of the time
16. Attend and participate in all monthly PICL meetings.	5.1.1, 5.2.2, 5.2.9	98% of the time
17. Ensure all AM personnel maintain a high level of proficiency. Document and track monthly training.	5.1.1, 5.2.1, 5.2.2, 5.2.11, 5.4.7	95% of the time.

CONTINUATION SHEETREFERENCE NO. OF DOCUMENT BEING CONTINUED
F41612-02-C-0001PAGE
38 OF 90NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

18. Maintain fully operational/properly-equipped facilities and GOV resources.	5.1.1, 5.2.2, 5.2.4 thru 5.2.4.3, 5.2.11.2, 5.3.4,	97% of the time .
19. Files Maintenance and Disposition Plan Evaluation Procedures:	5.2.19	97% of the time
20. Ensure positive control of personnel working on the airfield.	5.1.1, 5.2.6, 5.2.7	98% of the time
21. Key control: maintain accurate count and security/control of all assigned BOPS facility/GOV keys	5.2.6.1	99% if the time
22. Accurately document and track all AM workload factors	5.2.4.1, 5.2.3, 5.3.2, 5.2.16.2, 5.2.19	97% of the time
23. Properly document and track daily events logs.	5.2.3, 5.2.11, 5.3.2, 5.2.16.2, 5.2.19, 5.2.19.1	97% of the time.
24. Perform BASH activities and comply with Safety requirements	5.2.2, 5.2.11, 5.2.16 thru 5.2.16.2, 5.4.6	98% of the time.

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 39	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

APPENDIX 5-A

PUBLICATIONS, FORMS, REPORTS, AND SUBMITTALS

5.A.1. Publications, Forms, Reports, and Submittals. See SOW sections 5.2, 5.3, 5.4 covering AM contractor service requirements and Appendix 2-A. Additional publications, forms, reports, and submittals are listed below that apply specifically to SOW sections 5.2 and 5.4.

Publication Number	Date	Title	Applicable Paragraphs	SOW Reference
AC 00-46	26Feb 1997	Aviation Safety Reporting Program	ALL	5.1.1
AC 70/7460-1	03 Feb 2000	Obstruction Marking and Lighting	ALL	5.1.1, 5.2.2, 5.2.3, 5.2.3.1, 5.2.8.2, 5.2.11
AC 150/5200-18	02 May 1988	Airport Safety Self-Inspection	ALL	5.1.1 5.2.2 thru 5.2.4.1, 5.2.8.2, 5.2.11, 5.2.18
AC 150/5300-13	11 May 1998	Airport Design	ALL	5.1.1, 5.2.2, 5.2.3, 5.2.8.1, 5.2.8.2, 5.2.11, 5.2.18
AC 150/5340-1	31 Aug 1999	Standards for Airport Markings	ALL	5.1.1, 5.2.2, 5.2.3, 5.2.8.2, 5.2.11, 5.2.18
AC 150/5340-18	31 Jul 1991	Standards for Aircraft Sign System	ALL	5.1.1 5.2.8.2, 5.2.3, 5.2.11, 5.2.18
AC 150/5340-26	26 Aug 1982	Maintenance of Airport Visual Aid Facilities	ALL	5.1.1, 5.2.2, 5.2.3, 5.2.4, 5.2.4.1, 5.4.8.2, 5.2.11, 5.2.18
AC 150/5345-44	05 Jan 1994	Specifications for Taxiway and Runway Signs	ALL	5.1.1, 5.2.2, 5.2.3, 5.2.4, 5.2.8.2, 5.2.11
AFI 10-1001	01 Sep 1995	Civil Aircraft Landing Permits	ALL	5.1.1, 5.2.2, 5.2.11, 5.2.19.1
AFI 10-1002	01 Sep 1995	Agreement For Civil Aircraft Use of Air Force Airfields	ALL	5.1.1, 5.2.2, 5.2.11, 5.2.19.1
AFI 10-1003	01 Aug 1996	Use Of Air Force Installations For Non-Government Business	chap 1; paras 2.4, 2.6; chap 3; paras 4.1-4.5; chaps 5, 6;	5.1.1, 5.2.2, 5.2.19.1

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 40	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

		By Civil Air Carriers Participating In The Civil Reserve Air Fleet (CRAF) Program	paras 7.1.1, 7.2, 7.4.1, 7.4.2, 7.4.4, 7.5, 7.6, 8.1, 8.5, 8.6, 9.2, 9.3, 10.5, 10.7, 11.2; chaps 12, 15; attach 1	
AFI 11-201	01 Sep 1997	Flight Information Publication	sections A – F	5.1.1, 5.2.2, 5.2.11, 5.2.11.5
AFI 11-202, Vol. 3	09 Feb 2001	General Flight Rules	paras 5.9, 5.11, 5.14, 5.16, 5.17, 5.21, 5.27, 7.2, 8.2-8.7	5.1.1, 5.2.2, 5.2.11, 5.2.11.5
AFI 11-202, Vol. 3, AETC Supp 1	05 Sep 2000	General Flight Rules	Supplemented paragraphs of AFI 11-202, Vol. 3 above	5.1.1, 5.2.2, 5.2.11, 5.2.11.5
AFJI 11-204		Operational Procedures For Aircraft Carrying Hazardous Materials	paras 1,2,5,6 – 6.7,7.2,7.6 – 7.9,8 – 10, 14, 16, 18, 20, 23, 27, Atch1	5.1.1, 5.2.2, 5.2.5, 5.2.11, 5.1.11.5
AFJMAN 11-208	01 Jan 1997	DOD Notice to Airmen (NOTAM) System	paras 1.1.10, 1.1.11; chaps 2-4; para 5.5	5.1.1 5.2.11 thru 5.2.11.2, 5.2.11.5
AFI 11-209	06 Apr 2000	Air Force Participation in Aerial Events	ALL	5.1.1, 5.2.2, 5.2.10, 5.2.11
AFI 11-209, AETC Supp 1		Air Force Participation in Aerial Events	ALL	5.1.1, 5.2.2, 5.2.10, 5.2.11
AFMAN 11-213	14 Apr 1997	Military Flight Data Telecommunications System	ALL	5.1.1, 5.2.2, 5.2.11 5.2.11.2
AFI 11-218	17 Apr 1995	Aircraft Operation And Movement On The Ground	paras 1.2.2, 1.5.1, 1.5.4, 1.7, 1.7.2, 1.11	5.1.1, 5.2.2, 5.2.10, 5.2.11
AFI 11-218, AETC Supp 1	17 Apr 1995	Aircraft Operation And Movement On The Ground	Supplemented paragraphs of AFI 11-218 above	5.1.1, 5.2.2, 5.2.11, 5.2.10
AFJM11-225	22 May 1996	Flight Inspection	section 107	5.1.1 5.2.15
AFJM 11-226	01 Nov 1999	US Standards for TERPS	chapter 1	5.1.1, 5.2.8 thru 5.2.8.2
AFMAN 11-230	01 Oct 1998	Instrument Procedures	paras 1.5, 2.3.1, 2.10	5.1.1, 5.2.8.2, 5.2.11.5
AFI 13-201	01 Apr 1998	US Air Force Airspace Management	paras 1.4, 1.13, 1.15, 1.14, 2.12; chap 3	5.1.1, 5.2.8, 5.2.10
AFI 13-202	18 Mar 1994	Overdue Aircraft	ALL	5.1.1, 5.2.2, 5.2.11, 5.2.11.3
AFI 13-203	13 Feb 1998	Air Traffic Control	ALL	5.1.1, 5.2.7, 5.2.8 5.2.11.3

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 41	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

AFI 13-203, AETC Supp 1	02 Dec 1998	Air Traffic Control	ALL	5.1.1,5.2.7, 5.2.8 5.2.11.3
AFI 13-207		Preventing and Resisting Aircraft Piracy	ALL	5.1.1,5.2.6, 5.2.8 5-H
AFI 13-207, AETC Supp 1		Preventing and Resisting Aircraft Piracy	ALL	5.1.1,5.2.6, 5.2.8 5-H
AFI 13-213	1 Dec 2000	Airfield Management	ALL except chapter 7 (Ch 7 is for guidance only)	ALL
AFI 13-213, AETC Sup 1	30 Jun 1994	Airfield Management	ALL	ALL
AFI 13-218	01 Nov 1998	Air Traffic System Evaluation	ALL	ALL
AFI 14-205	01 Jan 1999	Identifying Requirements for Obtaining and Using Cartographic and Geodetic Procedures and Services	chaps 1-5	5.1.1 5.2.11, 5.2.11.5
AFI 24-301	07 Dec 1999	Vehicle Operations	ALL	5.1.1 5.2.4.3
AFI 24-301, AETC Supp 1	29 Apr 1999	Vehicle Operations	ALL	5.1.1 5.2.4.3
AFMAN 24-306	27 Aug 1993	Manual for Wheeled Vehicle Driver	chap 25	5.1.1 5.2.4.3
AFI 24-405	06 May 1994	DOD Foreign Clearance Guide (FCG)	paras 1.1-1.3.2	5.1.1 5.2.11.5
AFI 25-201	01 Dec 1996	Support Agreement Procedures	ALL	5.1.1
AFI 31-209		Air Force Resource Protection Program	ALL	5.1.1, 5.2.6, 5.2.6.1 5-H
AFI 32-1024	31 May 1994	Standard Facility Requirements	paras 1, 2.3-2.7, 4, 5.1, 6	5.1.1, 5.2.2, 5.2.4 thru 5.2.4.2
AFI 32-1041	25 Apr 1994	Airfield Pavement Evaluation Program	ALL	5.1.1, 5.2.2, 5.2.8.1 5.2.8.2, 5.2.11
AFI 32-1042	16 Mar 1994	Standards for Marking Airfields	ALL	5.1.1, 5.2.2, 5.2.8.2, 5.2.11
AFI 32-1043	01 Nov 1996	Managing Aircraft Arresting Systems	paras 1.3-1.3.11, 2-6.1; attchs 2-1, 3-1, 5, 6	5.1.1 5.2.3.2
AFI 32-1044	04 May 1994	Visual Air Navigation Systems	paras 1-13; attachment1	5.1.1, 5.2.2, 5.2.3, 5.2.8.2, 5.2.11
AFMAN 32-1076	01 Dec 1997	Design Standards for Visual Air Navigation Facilities	ALL	5.1.1 5.2.8.2
AFI 32-1084	01 Sep 1996	Standard Facility Requirements	chap 2; paras 4.24.1, 4.28.1,	5.1.1, 5.2.2,

CONTINUATION SHEETREFERENCE NO. OF DOCUMENT BEING CONTINUED
F41612-02-C-0001PAGE
42 OF 90NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

		Handbook	4.28.2, 4.35, 4.36, 4.45, 4.46-4.46.3, 5.9-5.9.5	5.2.4, 5.2.4.2, 5.2.11
AFMAN 32-1123	01 May 1999	Airfield and Heliport Planning and Design	ALL	5.1.1, 5.2.2, 5.2.3, 5.2.8.2, 5.2.11
AFI 32-7061	24 Jan 1995	Environmental Impact Analysis Process (EIAP)	ALL	5.1.1, 5-H
AFI 32-7080	12 May 1994	Pollution Prevention Program	ALL	5.1.1 5-H
AFI 32-7080, AETC Supp 1	06 Jan 1995	Pollution Prevention Program	ALL	5.1.1 5-H
AFI 91-202	01 Aug 1998	The US Air Force Mishap Prevention Program	chaps 1, 3, 4; paras 5.2.1 7.3, 7.4, 7.8, 7.9, 7.10, 7.11, 10.5; atch 3	5.1.1 5-H
AFI 91-202, AETC Supp 1	31 Jan 1997	The US Air Force Mishap Prevention Program	Supplemented paragraphs of AFI 91-202 above	5.1.1 5-H
AFPAM 91-212	01 Apr 1997	Bird/Aircraft Strike Hazard (BASH) Management Techniques	chap 1; paras 2.1-2.3.8.4, 2.4.1-2.4.3.5.2, 2.4.3.7, 2.4.3.9, 2.4.3.10, 2.5-2.5.3; chap 3; attchs 1- 5	5.1.1, 5.2.2, 5.2.16, 5.2.16.2, 5.4.6, 5.2.11 5-H
ETL 94-01	05 Apr 1991	Standard Airfield Pavement Marking Schemes	ALL	5.1.1, 5.2.2, 5.2.3, 5.2.8.2, 5.2.11
ETL 97-18		Guide Specification for Airfield and Roadway Marking	ALL	5.1.1, 5.2.2, 5.2.3, 5.2.8.2, 5.2.11
FAAH 6850.5C		Maintenance of Lighted Navigational Aids	chaps 1-3, appendix 1	5.1.1 5.2.3.1, 5.2.8.2
FAAH 7110.10	08 Mar 2000	Flight Services	paras 1.1, 1.3-1.6, 1.2.1- 1.2.6, 1.3.2, 1.3.3, 2.1.1- 2.1.6, 3.1.1-3.1.3, 3.2.1, 3.2.2, 4.1.1, 4.1.3-4.1.5, 4.2.2, 4.3.2-4.3.6, 4.3.12, 5.1.1-5.1.4, 5.1.6, 5.2.1, 5.2.2, 5.2.5, 5.2.9-5.2.11, 5.2.15, 6.1.2, 6.1.3, 6.2.1- 6.2.5, 6.3.1-6.3.4, 6.4.1- 6.4.11, 6.5.1-6.5.6, 7.1.9, 7.1.11, 7.1.13, 7.2.1-7.2.3, 7.3.2, 7.3.3, 7.4.2, 7.4.3, 7.4.6, 7.5.2, 7.5.3, 8.1.1- 8.1.12, 8.2.1-8.2.3, 8.3.1- 8.3.3, 8.4.1-8.4.4, 8.5.1, 8.5.2, 9.2.1-9.2.12, 10.1.1-	5.1.1, 5.2 ALL

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 43	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

			10.1.3, 11.2.2-11.1.21, 12.1.1-12.1.5, 14.1.1- 14.1.7, 14.1.13-14.1.18, 14.1.21	
FAAH 7340.1	25 Jan 2001	Contractions	paras 1.1.1, 1.2.3, 1.2.4; chap 2	5.1.1 5-G
FAAH 7350.7C	25 Jan 2001	Location Identifiers	sect 1, 3, 5	5.1.1, 5.2.2, 5.2.11, 5.2.11.5
FAAH 7400.2	16 Sep 1993	Procedures for Handling Airspace Matters	paras 1.1, 1.9; chaps 3-7, 9- 16, 27	5.1.1 5.2.8, 5.2.10
FAAH 7610.4	03 Nov 1998	Special Military Operations	chaps 2, 3; paras 8.1.1-8.8; chap 8 sec 2; chap 9; chap 12 sec 10	5.1.1, 5.2.2, 5.2.5 5.2.10, 5.2.11, 5.2.11.1
FAAH 7930.2	24 Feb 2000	Notice To Airmen	paras 1.1.1-1.4.5, 2.1.1- 2.2.4, 3.1.1-3.3.3, 4.1.1- 4.5.2, 5.1.1-5.5.3, 6.1.1- 6.2.9; chaps 7-9	5.1.1, 5.2.2, 5.2.11, 5.2.11.1
FAAH 8200.1	May 1996	Flight Inspection	section 107	5.1.1, 5.2.2, 5.2.8, 5.2.11
FAAH 8260.3		TERPS Procedures	chap 1	5.1.1, 5.2.8 thru 5.2.8.2
FAR Part 1	18 Feb 1998	Definitions and Abbreviations	ALL	5.1.1 5-G
FAR Part 73	07 Apr 1998	Special Use Airspace	ALL	5.1.1, 5.2.8, 5.2.10
FAR Part 77	28 Dec 1995	Objects Affecting Navigable Airspace	ALL	5.1.1, 5.2.2, 5.2.11, 5.2.11.1
FAR Part 91	22 Dec 2000	General Operating and Flight Rules	ALL	5.1.1, 5.2.11, 5.2.11.5
FAR Part 105	28 Dec 1995	Parachute Jumping	ALL	5.1.1, 5.2.2, 5.2.8, 5.2.10, 5.2.11, 5.2.11.1
FAR Part 139	03 Nov 1999	Certification and Operations: Land Airports Serving Certain Air Carriers	ALL	5.1.1, 5.2.2, section 5.3
ICAO DOC 4444	13 th Ed 1996	Rules of the Air	ALL	5.1.1, 5.2.2 5.2.11, 5.2.11.5
ICAO DOC 7910	Jan 2001	Location Identifiers	ALL	5.1.1, 5.2.2,

CONTINUATION SHEETREFERENCE NO. OF DOCUMENT BEING CONTINUED
F41612-02-C-0001PAGE
44 OF 90NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

				5.2.11.5
ICAO DOC 8585	Jun 1999	Designators for Aircraft Operating Agencies, Aeronautical Authorities, and Services	ALL	5.1.1, 5.2.2, 5.2.11, 5.2.11.5
TO 36-1-3		Painting, Marking, and Lighting Requirements for USAF Vehicles	ALL	5.1.1 5.2.4.3

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 45	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

APPENDIX 5-B

HISTORICAL WORKLOAD DATA

5.B.1. Historical Workload Data. Price adjustments for variations of all workload factors will only be made through the bid schedule structure. **All workload information provided in this Appendix, or any service area of Appendix 5-B is provided as historical data only, and may or may not be indicative of future workloads.**

5.B.2. Flight Plan Processing

Workloads	Estimated Quantity	Frequency
Flight plan processing: Percentage of work – 0630-1630 = 75%, 1630-2400 = 20%, 2400-0700 = 5%.	190 per day	Daily

5.B.2.1. Cross-country aircraft departing on Fridays cause an estimated 25% increase in workload for the 0630L-1630L shift. This is in addition to the percentage of work projected normally for this shift.

5.B.2.2. Estimated aircraft first takeoff is 0630L and last landing time is 2100L, Monday through Friday, for base assigned aircraft. Time shifts based upon base flying schedule. One week per month, night flying begins approximately 1900L with last landing time sometimes exceeding 2400L.

5.B.2.3. Transient aircraft arriving on Thursday and Friday cause an estimated 9% increase in workload. This is in addition to the percentage of work projected normally for these shifts. Transient departures on Sunday and Monday cause an estimated 5% increase in workload.

5.B.3. Inspections and Checks

Workloads	Estimated Quantity	Frequency
Airfield inspections	1 per day airfield is open	Daily
Airfield checks	2 per day airfield is open	Daily
Airfield inspections/checks due to emergency or discrepancies	Average 4 per day	Daily
GOV inspections and maintenance/damage checks.	1 per day prior to first usage	Daily

5.B.4. Flight Planning Products

Workloads	Estimated Quantity	Frequency
Publications, maps and charts through NIMA and other sources. Does not include any publications ordered via the Base	165	Quarterly

CONTINUATION SHEETREFERENCE NO. OF DOCUMENT BEING CONTINUED
F41612-02-C-0001PAGE
46 OF 90NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

Publication Distribution Office or 80 OSS/DOQ		
Publish NOTAMs.	Average 25 per week	As Required

5.B.5. Other Services

Workloads	Estimated Quantity	Frequency
Approve/Disapprove Prior Permission Required (PPR) request:	Average 7 per month	As required
Arrival/Departure notification of DVs	Average 20 per month	As required
Hazardous/Dangerous Cargo Notification	Average 1 per year	As required
Activate Secondary Crash Alarm	Average 7 per day	As required
Handle Special Events	Average 6 per year	As required
Attend Various Meetings	Average 15 per month	As required
AM staff activities to include coordination, policy and instruction development/review, etc.	50% of Airfield Manager's workload	Daily
Night flying	72 times per year	As required
After Hour Support response	300hrs per year	As required
Required holidays to meet 80 FTW/ENJJPT mission and inspections for civilian aircraft. (Christmas/New Years Day only holidays AM Contractor off)	All except 2	As required
Runway Braking action checks		As required
Real-world contingency operations		As required

5.B.6. Historical Hours of Operation Based from Calendar Year 2000****Projected AM/BOPS hours to mirror Tower Hours of Operation.**

Approximate Annual Tower hours based on Year 2000 (leap year = 366 days)

Weekdays: $366 - 104 = 262$ days @ 15.5 hours 4,061**

**This number will drop 7 hours for each Federal holiday which fell on a weekday as holidays are 8.5 hour days.

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 47	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

Weekends: 104 @ 8.5 hours 832
Night Flying days: 56 @ add 3 hours to weekday hours 168
Less Christmas and New Year's Day 17

Estimated Annual Total: 5,078 hours

5.B.7. Information below not indicative of future work loads. Strictly past workload information.

Estimated workload from 9 months of information gathered, some data missing.

Oct/ Jun	I/Bnd	O/Bnds	VFR Legs	IFR Legs	Stereos	TA	DV	PPR	SCN	Rwy Ck IFEs	NOTAMS	AHS	Night Flying Hours	Pax	RCR	WX A/W	Fredrick Afld	RSUs
Total	3597	3436	873	8004	20727	1330	52	900	736	364	413	76.5	128	294	0	0	9	0

Average number of hours of After Hours support per FY.

	APR97-SEP97	OCT97-SEP98	OCT98-SEP99	OCT99-SEP00	OCT00-CURRENT	TOTAL
AHS	6.6	62.2	296.9	57.9	37.7	461.3
EVAC		3.8	27.5	27	6.25	64.55
DV		17.99	6.5	3	13.3	40.79
HOLIDAY			42	92.2	40	174.2
WX DIV				5.7		5.7
OTHER			10	49.5		59.5
Total	6.6	83.99	382.9	235.3	97.25	806.04

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	48	OF	90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC				

APPENDIX 5-C

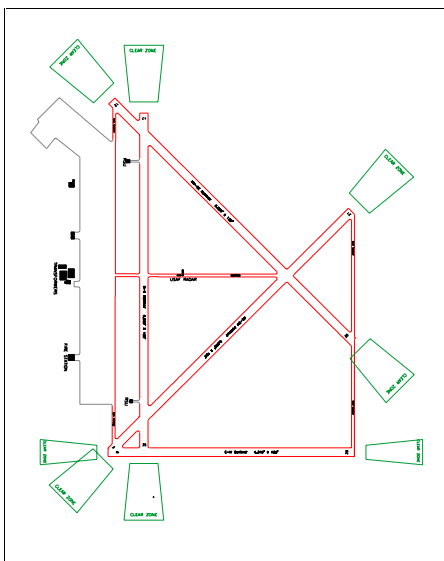
MAPS AND WORK AREA LAYOUT

5.C.1. Maps and Work Area Layout. Maps and Floor Plans reflect the work areas and layout of the facilities to be utilized by the AM contractor. Updated drawings reflecting any changes will be made available to the contractor prior to contract implementation. To view the maps of the work areas offered to the service provider as a physical location to reside, refer to the USAF CES technical library.

5.C.1.1. Facility Management. Column 3 below (Facility Management) reflects whether the service provider shall perform facility management responsibilities of the respective areas. Overall facility Management of Building 1360 has been assigned and delegated to the building custodians of the 82nd Maintenance Squadron.

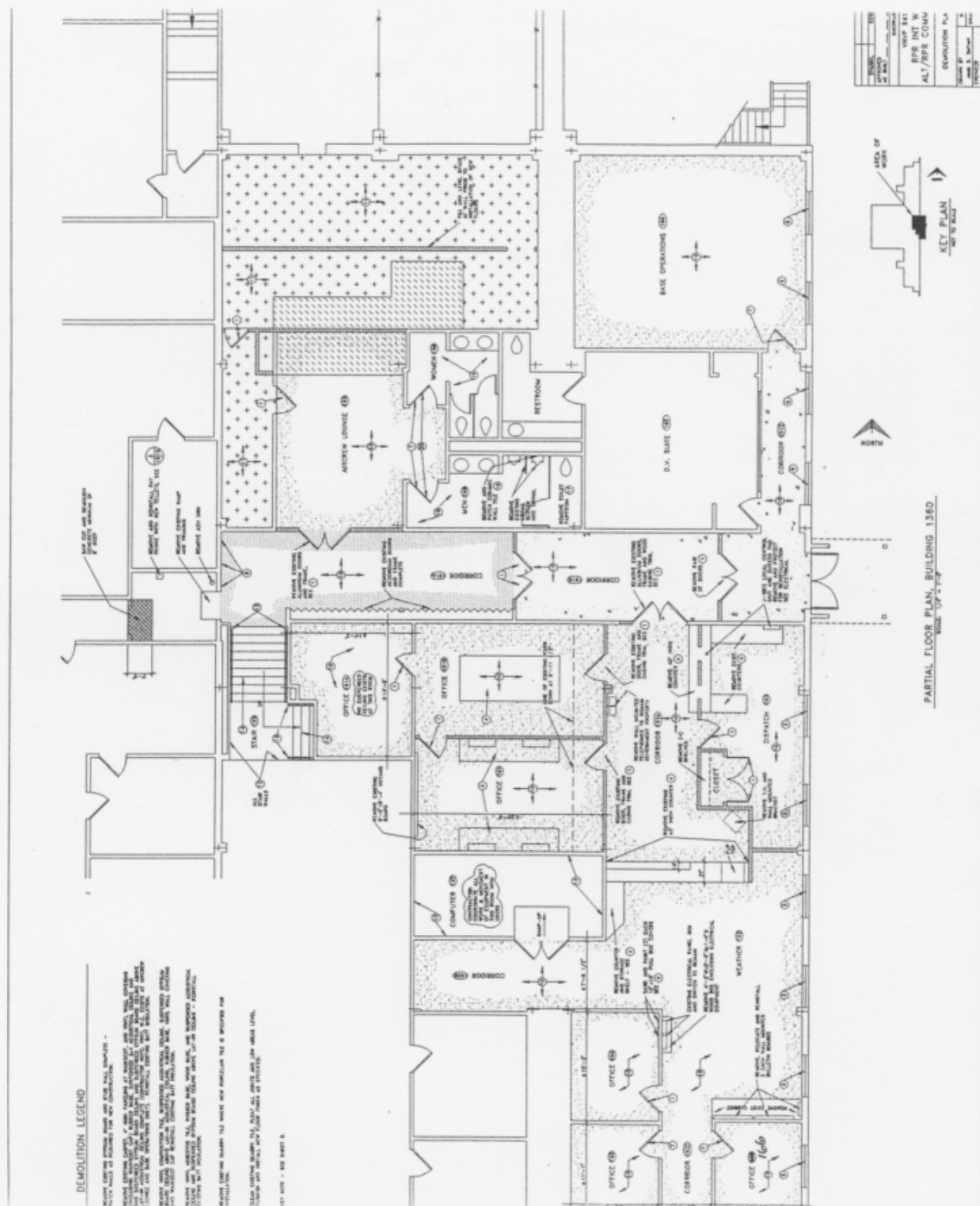
5.C.1.1.1. Movement Notification. The function of Airfield Management currently occupies space in Bldg 1360. No adjustments to the AM contract price or future reimbursement payments shall be made to the AM contractor by the USAF as a result of relocation to new or different facilities located on SAFB. The USAF will move GFE assigned to the AM contractor in the event of a relocation/move to new facilities located on SAFB.

Building	Portion Offered	Facility Management	Remarks
1360	Partial	No	Airfield Management
1360	Partial	No	Airfield Management



Frederick Municipal Airport, Frederick Ok
Sheppard's Auxiliary airfield

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC



CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 50	OF	90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC				

Bldg 1360 Base Operations

CONTINUATION SHEETREFERENCE NO. OF DOCUMENT BEING CONTINUED
F41612-02-C-0001PAGE
51 OF 90NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC**APPENDIX 5-C****Airfield Diagram of Sheppard AFB****NORTH**

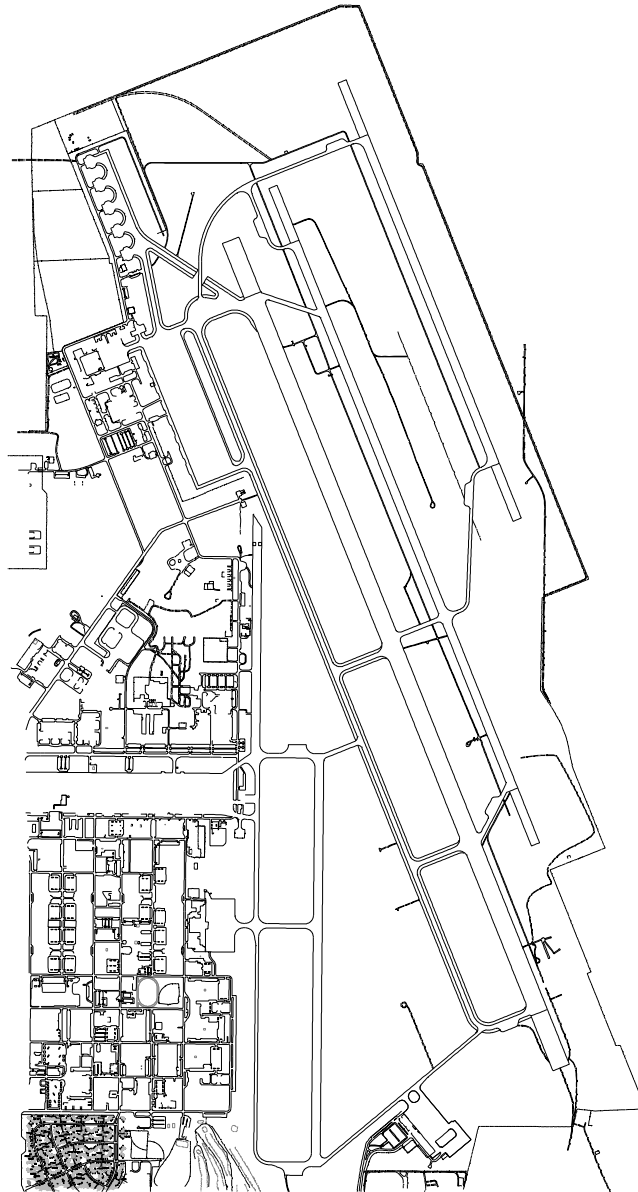
CONTINUATION SHEETREFERENCE NO. OF DOCUMENT BEING CONTINUED
F41612-02-C-0001

PAGE

52

OF

90

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC**SOUTH****APPENDIX 5-D****REQUIRED REPORTS**

CONTINUATION SHEETREFERENCE NO. OF DOCUMENT BEING CONTINUED
F41612-02-C-0001PAGE
53 OF 90NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

Report Title	Description/Form	Submit To:	Date Due	Directive
RCS/RSU Status	Weekly OG staff Meeting	OG/CC AOF/CC	Weekly	19 AFI 11-204
Workload factors	Excel form	QAP	Monthly	
BASH Harassment/depredation		QAP, 80 FTW/SE& 82CES/ CEVX	Weekly	SAFB BASH PLAN
Frederick Airfield inspections and discrepancy logs		QAP, AOF/CC	Weekly	
Daily Events Log	AF Form 3616	AOF/CC	Weekly	AFI 13-213
EAID Equipment report		QAP AOF/CC	Annually	
Review of OI, QRC, Plans		AOF/CC	Semi Annually	
Training Records	AF 623A	QAP AOF/CC	Semi Annually	

CONTINUATION SHEETREFERENCE NO. OF DOCUMENT BEING CONTINUED
F41612-02-C-0001PAGE
54 OF 90NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC**APPENDIX 5-E****COLLATERAL TASKS (DUTIES)**

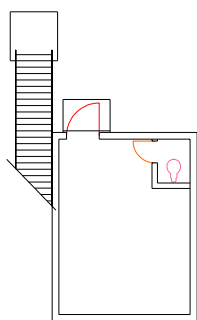
5.E.1. Collateral Tasks (Duties). See Appendix 5-B, Historical Workloads, for historical data in relation to collateral tasks. Collateral tasks denote type and frequency of meetings, councils, and boards per year the AM service provider is required to support under this SOW.

Required AM attendance Meeting Name	Meeting Frequency	Estimated Time/ Length Per Meeting
AOB	Quarterly	1.25 hours
DOF Staff Meeting	Weekly	1 hour
BHWG	Quarterly	1.5 hours
PICL	Monthly	1 hour
RSU Meetings (T-37 and T-38)	Monthly	1 hour
Joint Airfield Inspections of SAFB	Quarterly	2.5 hours
Joint Airfield Inspections of Frederick	Bi-Annual	4.5 hours (includes travel time)
SAFB Waiver Review Board	Annual	2 hours
NATO Air Chiefs—Airshow	Annual Event (5 meetings)	2 hours
Freedom Fest/SAFB Airshows	Annual Airshow (3 meetings)	2 hours
80 FTW/EP Airfield Construction	Monthly	1 hour
82 TRW/SAFB Inclimate Weather	3 Per Year (average)	1 hour

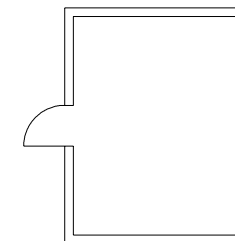
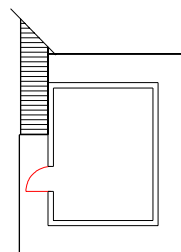
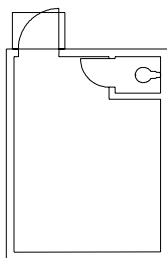
CONTINUATION SHEETREFERENCE NO. OF DOCUMENT BEING CONTINUED
F41612-02-C-0001PAGE
55 OF 90NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC**APPENDIX 5-F****GOVERNMENT FURNISHED PROPERTY AND SERVICES**

5.F.1. Government Furnished Property and Services. The terms and conditions outlined in SOW Section 5-F, All Service Requirements, Government Furnished Property and Services, apply to Appendixes and Sub-Appendixes, in each service area beginning with "F" in this SOW section.

BLDG NR	LOCATION	FUNCTION
11540	RWY 15R	RSU1
11539	RWY 15C	RSU2
11538	RWY 33C	RSU3
11537	RWY 33L	RSU4
11543	RWY 15L	RSU5
11544	RWY 33R	RSU6
N/A-Hacker	RWY 17R FREDERICK OK	RSU7
N/A-Hacker	RWY 35L FREDERICK OK	RSU8



RSU #A's



RSU #B's

TYPE A ARE RSU'S 11537,11538 AND 11539.
TYPE B ARE RSU'S 11540,11543 AND 11544.

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 56	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

APPENDIX 5-F-A

GOVERNMENT FURNISHED FACILITIES

5.F.A.1. Government Furnished Facilities. The Government shall initially furnish and/or make available the facilities (or portions thereof) identified below. The service provider shall ensure facility and space utilization are IAW AFI 32-1024 and AFI 32-1084. The Government retains the right to add, withdraw, or replace facilities, to ensure efficient facility and space utilization as outlined in SOW Sec 5-F-A, Government Furnished Property and Services.

Building	Rooms	Occupants	Function	Remarks
1360	186	2-3 Service Providers	Office	Airfield Manager CFO CBO (optional)
1360	161	2-3 Service Provider	Operations	Flight Plan Processing/pilot coordination
1360	161	Joint Use	Flight Planning Area	Pilot Filing DD Form 175/used for flight planning
1360	183	Joint Use	AirCrew Lounge	Pilots rest area
1360	Burkburnett Room	Visiting DVs	DV Lounge	DV entertainment/ DV rest area

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 57	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

APPENDIX 5-F-B

GOVERNMENT FURNISHED EQUIPMENT

5.F.B.1. Government Furnished Equipment (GFE). The Government shall initially furnish and/or make available the equipment identified below. The AM service provider shall ensure security of each item and ensure that all GFE in good working condition.

Stock Number or Location	Quantity	Item Description
Bldg 1360. RM 161		Flight Data Section
FBOPS/B196409	1	Decelerometer
N/A	4	Black Chairs
N/A	5	Motorola Radio Chargers
402axcc678z 402axcc637z 402axcc636zw/charger(CAM) 402axcc623z 230ajy2358 230ajy2357 w/charger (TA)	6	Radios, Hand held, Motorola w/charger
0180734B90	1	Radio Base Station
MY0C8F3145	1	Fax Machine Hewlett-Packard model 920
MY0BI161HV	1	Printer Hewlett Packard Desk Jet 950C
0156	1	Pilot to Dispatch Radio (PTD)
00342	1	5 cubic ft refrigerator
711JA	1	Dell Optiplex GX-1 Pentium
7221D DP 3W6-99	1	Dell Monitor
BK500M PB9829208764	1	APU Back-up UPS 500
50132015	1	TV Magnavox
N/A	1	Electronic Message Board/w-remote control
APYOMR0114	1	Sharp carousel Microwave
	1	ARTCC direct "84" line
Stock Number or Location	Quantity	Item Description
BLDG 1360 RM. 161		Flight Planning Room
USFC09582 USFC095564	2	Printer, H/P LaserJet 4 Plus
GS21F95018	1	Fan, Oscillating
	1	Black chairs
Stock Number or Location	Quantity	Item Description
BLDG 1360 RM. 186	3	Airfield Manager's Office
	2	Cherry Workstations
	1	Single Tower Units 3 Shelf/2 drawer
	2	Single Tower Unit 5 shelf
	1	Bookcases 3 shelf/2drawers

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 58 OF 90
---------------------------	---	----------------------------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

	1	Supply Cabinet 4 shelf
	2	Book Cases, Blonde, 4 shelf
	7	Chairs, Black
	1	Chairs, Gray, high back
	1	Table-8', Conference w/ glass
C9S311180	1	Brother Electronic Label Machine
LDK6389	1	Laminator, Docuseal 95
USGO001568	1	Hewlett-Packard Printer
KV8YQ2665	1	Motorola Pager w/charger
0015894754	1	Gateway E-4200 (CAM's)
ZF92104881	1	Optquest Q71 Monitor
0020745586 cust 02473272	1	Gateway PIII E3400 (CBO's)
S/n LIC03406585	1	Gateway EV700 Monitor 17"
0020745594 cust 02473272	1	Gateway PIII E3400 (Asst. Afld)
S/n LIC03200005	1	Gateway EV700 Monitor 17"
	1	Bushnell Binoculars (12X50)
S/n 00787179	1	GE Answering Machine Digital msg
S/n 00787175	1	GE Answering Machine Digital msg
Stock Number or Location	Quantity	Item Description
BLDG 1360 RM. 183A		Locker Room
931740950	1	Proscan VCR
1382	1	SONY VCR 8mm
Stock Number or Location	Quantity	Item Description
BLDG 1360 RM. 183		Flight Data Section
	3	Chairs, Gray
	1	Table Lamp
	1	Floor Lamp
	3	End Tables
DM783468	1	GE Refrigerator
GL9836788	1	GE Microwave
005527860	1	GE 27" TV
	2	Chairs, Blue (by phones)
Stock Number or Location	Quantity	Item Description
1360 RM. 183B		Storage Room
	1	Book case, 3 shelf
MBTHT308036561	1	Computer Monitor, Hyundai
3LSATD002732	1	Computer, Zenith Data System
	1	Light bar (two red lights)
	1	8' Aluminum Ladder
	2	6' Wood Ladders
Stock Number or Location	Quantity	Item Description

CONTINUATION SHEETREFERENCE NO. OF DOCUMENT BEING CONTINUED
F41612-02-C-0001PAGE
59 OF 90NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

Outside		
98B1186	1	Chevy 4 X 4 3500 Truck
IN VEHICLE	1	Motorola Radio Installed
IN VEHICLE	1	Emergency light bar installed
Stock Number or Location	Quantity	Item Description
1360 RM. 183		Aircrew lounge
	2	Sofa, tan
	1	Love seat, tan
	1	Table Lamp
	1	Floor Lamp
	3	End Tables
	1	Coffee Table
DM783468	1	GE Refrigerator
GL9836788	1	GE Microwave
005527860	1	GE 27" TV
	2	Chairs, Blue (by phones) New
	3	Walnut End Tables New
	1	Walnut Coffee Table New
	1	Blue Couch
	1	Blue Chair
	2	End tables

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 60	OF	90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC				

APPENDIX 5-F-C

5.F.C. 1. (Reserved)

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 61	OF 90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC			

APPENDIX 5-F-D

**GOVERNMENT FURNISHED PROPERTY
COMMON HAND TOOLS AND SPECIAL TOOLS**

5.F.D.1. Common Hand Tools and Special Tools. The Government shall initially furnish and/or make available the Common Hand Tools and Special Tools identified below. The AM service provider shall ensure security of each item and keep all GFE in good working condition

Building	Quantity	Tool/Item Description
Located in BOPS vehicle	1	Measuring Wheel
Storage room	1	Shovel
	2	Garden hoses
	1	rake

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 62	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

APPENDIX 5-F-E

GOVERNMENT FURNISHED AUTOMATIC DATA PROCESSING EQUIPMENT (ADPE) AND SOFTWARE

5.F.E.1. Government Furnished Automatic Data Processing Equipment. The Government shall initially furnish and/or make available Automatic Data Processing Equipment identified below.

Work Station	Device	Device Serial Number	Building-Room
	NONE		

5.F.E.2. Government Furnished Automatic Data Processing Software. The Government shall initially furnish and/or make available Automatic Data Processing Software identified below.

# of Copies	Software	Serial Number	Building-Room
	NONE		

CONTINUATION SHEETREFERENCE NO. OF DOCUMENT BEING CONTINUED
F41612-02-C-0001PAGE
63 OF 90NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC**APPENDIX 5-F-F****GOVERNMENT FURNISHED PROPERTY
VEHICLES**

5.F.F.1. Government Furnished Vehicles. See SOW section 5-1, paragraph 5.2.4.3 covering GOV inspections, maintenance and usage.

Vehicle number	Amount	Type of Vehicle
98B1186	One	Chevy 4 X 4 3500 Truck

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 64	OF	90
---------------------------	---	------------	----	----

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

APPENDIX 5-F-G

GOVERNMENT FURNISHED TRAINING

5.F.G.1. Government-Furnished Training. See section 5-3, Government Furnished Property and Services. Additional training, certification, and/or licensing requirements specific to section 5-3, AM services are listed below. The Government shall furnish and/or make available training identified below. This does not waive the AM service provider's responsibility to provide fully qualified/trained personnel from contract inception through contract completion. The AM service provider shall ensure all operation operations are 100% self-sufficient on the contract start date. **Reference section 5.4 of SOW, paragraphs 5.4.5, 5.4.6, 5.4.7, and 5.4.7.1.**

Course Number	Course Title	Position Requiring Training	Number of Course Quota's
Government provided courses or training may be provided at the sole discretion of the government			

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 65 OF 90
---------------------------	---	----------------------------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

APPENDIX 5-F-H

GOVERNMENT FURNISHED PARTS AND MATERIALS

5.F.H.1. Government-Furnished Parts and Materials. The Government shall furnish and/or make available parts and materials identified below.

National Stock Number	Description	Quantity	Location
NONE			

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 66 OF 90
---------------------------	---	----------------------------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

APPENDIX 5-G

ABBREVIATIONS/ACRONYMS

5.G.1. Abbreviations/Acronyms. The Abbreviations/Acronyms listed in Appendix 5-G, are drawn from references in the SOW and source documents listed in Appendix 5-A.

Acronym	Definition
80 FTW/	80 th Flying Training Wing
80 FTW/EP	80 th Flying Training Wing Executive Programs
80 FTW/OGV	80 th Flying Training Wing Operations Group Standards and Evaluations Office
80 FTW/SE	80 th Flying Training Wing Safety
80 OSS	80 TH Operational Support Squadron
80 OSS/CC	80 th Operational Support Squadron Commander
82 TRW	82 nd Training Wing
82 COMM	82 ND Communications Squadron
82 CONS	82 nd Contracting Squadron
82 LGST	82 ND Logistics Group/Transportation Flight
82 CES/CEOEI	82 ND Civil Engineering Squadron Inspection Flight
82 SFS	82 ND Security Forces Squadron
AETC	Air Education and Training Command
AF Form	Air Force Form
AFCESA	Air Force Civil Engineering Support Agency
AFFSA	Air Force Flight Standards Agency
AFH	Air Force Handbook
AFJI	Air Force Joint Instruction
AFM	Air Force Manual (obsolete)
AFMAN	Air Force Manual
AFMS	Air Force Manpower Standard
AFRC	Air Force Reserve Command
AFREP	Air Force Representative
AICUZ	Aircraft Incident Compatibility Use Zone
AIM	Airmen Information Manual
AIP	Aeronautical Information Publication
AIRAD	Airfield Advisory
AIREVAC	Aeromedical Evacuation
AMCR	Air Mobility Command Regulation (obsolete)
ANGRC	Air National Guard Readiness Center
AOB)	Airfield Operations Board (formerly ATC Board)
AOF/CC	Airfield Operations Flight Commander
AOF/DO	Airfield Operations Flight Operations Officer
AOI	Airfield Operations Instruction
AOR	Area of Responsibility

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 67	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

AOSE	Airfield Operations Standardization Evaluation
ASRR	Airfield Suitability and Restrictions Report
ATC	Air Traffic Control
ATSA	Air Traffic System Evaluation
BASH	Bird Aircraft Surveillance Hazard
BHWG	Bird Hazard Working Group
BLA	Base Level Assessment
BOPS	Base Operations
BWC	Bird Watch Condition
CAM	Chief, Airfield Management
CAMT	Chief, Airfield Management Training
CBO	Chief, Base Operations
CFETP	Career Field Education and Training Plan
CFO	Chief Flightline Operations
CHUM	Chart Updating Manual
CMSgt	Chief Master Sergeant
CO	Contracting Officer
COMEDS	CONUS Meteorological Data Service
CRF	Code of Federal Regulations
CTS	Course Training Standard
CW	Chemical Warfare
DD Form	Department of Defense Form
DOD	Department of Defense
DOC	Designed Operational Capability
DV	Distinguished Visitor
FAA	Federal Aviation Administration
ECN	Emergency Change Notice
EAID	Equipment Authorized In-Use Details
FAAH	Federal Aviation Administration Handbook
FAAO	Federal Aviation Administration Order
ECAMP	Environmental Compliance Assessment Management Program
FAC	Functional Area Chief
FBO	Fixed-base operator
FCG	Foreign Clearance Guide
FINPLAN	Financial Plan
FLIP	Flight Information Publication
ENJJPT	Euro-NATO Joint Jet Pilot Training Program
FOD	Foreign Object Damage
FORSIZE	Force Size
FSS	Flight Service Station
GE	Ground Emergency
GFE	Government Furnished Equipment
GNC	Global Navigation and Planning Chart

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 68	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

GOV	Government Owned Vehicle
HATR	Hazardous Air Traffic Report
HFS	High Friction Surface
HMMWV	Highly Mobile Multi-Wheeled Vehicle
HQ	Headquarters
HQ USAF	Head Quarters United States Air Force
IAP	Instrument Approach Procedure
IAW	In Accordance With
ICAO	International Civil Aviation Organization
IFE	In-Flight Emergency
IFC	Instrument Flight Center
IFR	Instrument Flight Rules
IMPAC	International merchant purchase Authorization card
INST	Instrument or Instrument Hold Line
IR	Ice on Runway
JQS	Job Qualification Standard
LES	Leave and Earning Statement
LOA	Letter of Agreement
LOP	Letter of Procedure
LSR	Loose Snow on Runway
MSgt	Master Sergeant
NASA	National Aeronautics and Space Administration
NAVAID	Navigational Aid
NGR	National Guard Register
NIMA	National Imagery Mapping Agency
OBO	Official Business Only
OPLANS	Operational Plans
OSHA	Occupational Safety and Health Administration
PCAS	Primary Crash Alarm System
PCN	Permanent Change Notice
PIC	Pilot In Command
PICL	Pilot Controller Liaison Program
POV	Privately Owned Vehicle
PPR	Prior Permission Required
PRD	Performance Review Document
PSR	Packed Snow on Runway
QAP	Quality Assurance Evaluator
QRC	Quick Reaction Checklist
QTP	Qualification Training Package
RCR	Runway Condition Readings
RCRNR	Runway Condition Readings Not Reported
RSC	Runway Surface Conditions

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 69	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

RSU	Runway Supervisory Unit
RSUTOS	Runway Supervisory Units Training Officers
RWY	Runway
SAFB	Sheppard Air Force Base
SCN	Secondary Crash Net
SID	Standard Instrument Departure
SII	Special Interest Item
SLR	Slush on Runway
SOF	Supervisor of Flying
SrA	Senior Airman
SSgt	Staff Sergeant
STS	Specialty Training Standard
TA	Transient Alert
TALCE	Tanker Airlift Control Element
TCN	Terminal Change Notice
TERPS	Terminal Instrument Procedures
TPC	Tactical Pilotage Chart
TSgt	Technical Sergeant
UGT	Up-Grade Training
UHF	Ultra High Frequency
UMD	Unit Manning Document
USAF IG	United States Air Force Inspector General
UTC	Unit Type Code
VCNCO	Vehicle Control Noncommissioned Officer
VFR	Visual Flight Rules
VHF	Very High Frequency
WAPS	Weighted Airman Promotion System
WR	Wet Runway

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 70	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

APPENDIX 5-H

OPLANS AND SUPPORT AGREEMENTS

5.H.1. Operations Plans (OPLANs) And Support Agreements. The OPLANS and Support Agreements identified in Section 5.6 and listed Appendix 5-H apply to this AM services contract. The AM services contractor shall adhere to and execute all duties and responsibilities associated with AM/BOPS services and the Airfield Manager (also referred to as the Chief of Airfield Management (CAM)) in the OPLANs listed below.

PLAN	TITLE
SAFB PLAN 502	ANTI-HIJACKING
SAFB PLAN 505	WEATHER SUPPORT
SAFB PLAN 506	INLAND SEARCH AND RESCUE
SAFB PLAN 31-209	INSTALLATION RESOURCE PROTECTION
SAFB PLAN 32-1	DISASTER PREPAREDNESS
SAFB PLAN 32-T APPEX X	MAJOR ACFT MISPAH REPORT
SAFB PLAN 705	SPILL PREVENTION AND RESPONSE PLAN
SAFB PLAN 750	SNOW REMOVAL AND ICE CONTROL PLAN
SAFB PLAN 202	LABOR STRIKE PLAN
SAFB PLAN 55-2	CIVIL DISTURBANCE PLAN
	LOAD DEFERRAL PLAN
80 TH BASH PLAN	BIRD AIRCRAFT STRIKE HAZARD PLAN
SAFB PLAN 10-404	BASE SUPPORT PLAN
Contract DA -41-433-eng-5551	Lease Of Property on Sheppard AFB TX Wichita Falls, Wichita Municipal Airport
	Frederick Municipal Airport OK. Lease Agreement

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 71	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

APPENDIX 5-I

SPECIALIZED TRAINING, CERTIFICATIONS, AND/OR LICENSING

5.I.1. Required Specialized Training, Certifications, and/or Licensing. The AM contractor shall provide fully qualified personnel from contract start date through contract completion. The AM service provider is solely responsible for meeting all SOW, Federal, Local, State and Local training, licensing, and certification requirements whether or not specifically identified below. All AM personnel assigned to any specific AM position shall be fully qualified to perform all required duties, tasks and responsibilities associated/assigned to the AM position prior to assuming the AM position. Additional training, certification, and/or licensing requirements specific to each service area will be listed in the applicable service areas Appendix "T". NOTE: The course/class/workshop/conference locations listed below may change in the future. All offerors to include the selected AM contractor must factor these contingencies into the overall contract price of their contract proposals.

Training	Course Title	Position
Required	Military Airfield Manager's/Course No: E3AZR1C091 (currently taught at Keesler AFB, Mississippi.)	This course is a prerequisite for hiring of the Airfield Manager and CFO
Required	FAR 139 School taught at FAA Academy in Oklahoma City, Oklahoma (within 24 months of being hired).	Airfield Manager and CFO (AM contractor shall never send both positions at the same time)
Required	E5ASG1C071 Covering joint-use airfield certification airfield certification procedures at FAA Academy	Airfield Manager or CFO (AM Contractor shall send one position within 18 months of contract start date. AM contractor has discretion to send second position after 18 months of contract start date, but AM contractor shall bear all class/travel related costs associated with sending the second position.
Required	Annual AETC Airfield Operations conference Held at Randolph AFB, San Antonio Texas	Airfield Manager or CFO (AM contractor shall never send both positions at the same time)
Required	Annual, Worldwide AM conference Location to be determined every year	Airfield Manager or CFO (AM contractor shall never send both positions at the same time)
Required	Annual BASH conference Location to be determined every year	Airfield Manager or CFO (AM contractor shall never send both positions at the same time)
Required	BASH Firearms, 15 MM Screamer Pistol and Pyrotechnic Equipment Training	All Service provider Personnel

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 72	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

Training	Course Title	Position
Optional	Basic Airport Safety and Operations Specialist School	Recommended for Flight Data Specialists (5-Skill Level SrA/SSgt equivalent with 3-5 years of experience)
Optional	Flight Dispatcher Training	Recommended for Flight Data Specialists (5/7 Skill Level SrA/SSgt equivalent with 4-6 years experience.)
Optional	Advanced Airport Safety and Operations Specialist School	Flight Data Specialists/Flight Data Supervisor (highly encouraged). (7-Skill Level SSgt/TSgt with 6-8 years of experience.)
Optional	FAA Airport Certification Course	Airfield Manager/CFO (TSgt/MSgt Equivalent with 14-18 years experience.)

CONTINUATION SHEETREFERENCE NO. OF DOCUMENT BEING CONTINUED
F41612-02-C-0001PAGE
73 OF 90NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC**QUALITY ASSURANCE SURVEILLANCE PLAN
FOR
AIRFIELD MANAGEMENT****(Note: This QASP is included in the Solicitation for information purposes ONLY and will
NOT be incorporated into the final contract)****SHEPPARD AFB TX
9 MAY 01**

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE
	F41612-02-C-0001	74 OF 90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC		

1. **PROGRAM OBJECTIVE:** This Quality Assurance Surveillance Plan (QASP) has been developed to implement AFI 63-124 Performance-Based Service Contracts (PBSC). It is designed to provide the Airfield Management Division an effective and systematic surveillance method for fairly evaluating the contractor's performance during the contract period. It provides a systematic method to evaluate the services the contractor is required to furnish and the details of how the contractor accomplishes the work. The plan uses a combination of surveillance methods that adequately assures the government of the contractor's performance. This QASP is based on the premise that the contractor, not the government, is responsible for the management and quality control actions to meet the terms of the contract. Quality Assurance Personnel (QAP) is to be objective, fair, and consistent in evaluating contractor performance against the standards.

2. **RESPONSIBILITIES:** The QAP will be responsible for the overall surveillance of the contract and will keep the Functional Commander and the Contracting Officer (CO) informed on the status of the contract compliance, quality of the service received, significant trends, and other information as required. The QAP responsibilities are as follows:

- a. Maintain technical competency in functional area.
- b. Maintain proficiency in contract surveillance techniques.
- c. Update/revise the surveillance plan and checklist.
- d. Accomplish contract surveillance according to the surveillance plan.
- e. Evaluate and document contractor's performance. Immediately notify the FD and CO when contractor performance does not meet the standards.
- f. Provide technical assistance to the CO.

3. **CONCEPT OF SURVEILLANCE:** Sufficient inspections will be accomplished to ensure services received meet the standards established in the contract. The QAP will monitor the quality of the contractor's performance through the use of checklists developed by the QAP and reviewed by the CO. The checklists will be updated when instructions/regulations, procedures, directives, ATSEP reports, and other information pertaining to Airfield Management affect the contract. Checklists will be reviewed at least annually. Checklists will be forwarded to the CO for review when changes are accomplished.

- a. **Surveillance Methods:** The QAP will ensure contract compliance through the guidance contained in this plan, AFI 63-124, and the terms of the contract.
- b. **Surveillance Program:** To ensure a complete and comprehensive surveillance program, each standard established in the contract is covered by a checklist. Surveillance will be accomplished by completing the number of inspections identified in the contract standards. Discrepancies discovered during an inspection will be annotated on an AF Form 372, Contracting Monitoring and Surveillance Report.

(1) **Over-the Shoulder (OTS):** An inspection performed by the QAP on procedures being accomplished while an individual is actually performing the task.

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	75	OF	90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC				

(2) **After-the Fact(ATF):** An inspection performed after a specific task is completed and documented. This inspection will be accomplished within the time framed allowed by the contract standards.

- c. **QA Inspection Findings:** Re-performance of unacceptable services at no additional cost is the preferred course of action when appropriate. For customer complaints, this may include the use of fax, e-mail, or customer complaint forms. The QAP will review to see if the complaint is against the Contractor or if it is more of a Government issue. In all cases some form of oversight (government QAP, third party audit) is needed to confirm surveillance results. The complaint will be addressed to the Contract Manager and a copy sent to the FD and CO.
- d. **Revision/review of the QASP:** Revisions to this surveillance plan are the joint responsibility of the QAP and CO and will be conducted annually or as required (i.e. due to contract modification, instruction/regulation changes etc).

4. SURVEILLANCE:

1. AM staff meet minimum qualifications and joint-use airfield requirements. The QAP will conduct periodic surveillance (semi-annual) inspections of the training/qualifications records. Inspection will evaluate the contractor's performance for a 95% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

2. AM flight data personnel meet minimum airfield knowledge qualifications and job requirements. The QAP will conduct periodic surveillance, (semi-annual) inspections of the training/qualifications records. . Inspection will evaluate the contractor's performance for a 95% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

3. Airfield Inspections/Checks Evaluation Procedures: Perform airfield inspections and checks as required. Document as required. The QAP will conduct periodic surveillance, 4 evaluations per month, using the airfield inspection log. This inspection will be conducted either as the task is being accomplished by the contractor (OTS) or within 9 hours after being completed by the contractor (AFT). Inspection will evaluate the contractor's performance for a 99% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	76	OF	90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC				

4. Identify airfield violations and safety hazards. Initiate corrective actions, document and notify responsible agencies for corrective actions. The QAP will conduct periodic surveillance, 4 evaluations per month, using the airfield inspection log. This inspection will be conducted as they are performed by the contractor or within 9 hours of completion by the contractor. Inspection will evaluate the contractor's performance for a 99% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/ unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

5. Be aware of and involved in the planning phase of all activities affecting the use of the airfield environment. The QAP will conduct periodic surveillance, quarterly evaluations, using the Airfield Impact area checklist. This inspection will be conducted as the task is performed by the contractor or within 24 hours of completion by the contractor. Inspection will evaluate the contractor's performance for a 98% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/ unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

6. Frederick Auxiliary Airfield Inspection Evaluation Procedures. The QAP will conduct periodic surveillance, monthly evaluations, using the Frederick inspection log. This inspection will be conducted as the tasks are performed by the contractor or within 24 hours of completion by the contractor. Inspection will evaluate the contractor's performance for a 95% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/ unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

7. Coordinate with SAFB agencies to ensure an accurate airfield waiver program. The QAP will conduct periodic surveillance, semi-annually evaluations, using CE's waivers package. This inspection will be conducted as the tasks are performed by the contractor or within 24 hours of completion by the contractor. Inspection will evaluate the contractor's performance for a 95% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/ unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

8. Ensure aircrews receive timely and accurate NOTAM information The QAP will conduct periodic surveillance, 4 evaluations per month, using NOTAM checklist. This inspection will be conducted as the contractor performs the task, by reviewing the NOTAM site, or within 24 hours of completion by the contractor. Inspection

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	77	OF	90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC				

will evaluate the contractor's performance for a 99% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/ unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

9. Monitor and document aircraft operations (arrivals, departures, parking, etc.) The QAP will conduct periodic surveillance, 4 inspections per month, using the In/Out/Stereo/Departure checklist. This inspection will be conducted as the tasks are performed by the contractor. Delays attributed to AM contractor to scheduled departure times will not exceed 1% per month. Delays to scheduled block times will not exceed 1% per month, Zero delays for DV's and other special operations including but not limited to Medivac, Flight Check and weather diverted aircraft. Inspection will evaluate the contractor's performance for a 99% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/ unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

10. Maintain fully functional airfield facilities and RSUs hazards. Perform weekly RSU inspections and document as required. The QAP will conduct weekly surveillance, 4 evaluations per month, using the RSU checklist log and customer complaints. This inspection will be conducted as the tasks are performed by the contractor or within 24 hours of completion by the contractor. A customer feedback form rating shall be 3 or higher a scale of 1.0-5.0 and customer complaints shall not to exceed 3 per month. This inspection will evaluate the contractor's performance for a 95% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/ unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

11. Prepare DV lounge and ensure proper DV support. The QAP will conduct periodic surveillance, 2 evaluations per month, using the DV checklist and Customer complaints. A customer feedback form rating shall be 4 or higher n a scale of 1.0-5.0 and customer complaints shall not to exceed 1 per month. This inspection will be conducted as they are performed by the contractor or within 24 hours of completion by the contractor. Inspection will evaluate the contractor's performance for a 100% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/ unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

12. Maintain a current flightline drivers program. The QAP will conduct periodic surveillance, 4 times a year, using the Flightline Drivers checklist. This inspection will be conducted as the contractor conducts a training

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	78	OF	90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC				

session, giving a flightline driving refresher course and a unit staff assistance visit. Inspection will evaluate the contractor's performance for a 98% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

13. Ensure FLIP products are kept current and available. The QAP will conduct periodic surveillance, 4 evaluations per month, using the Pubs inspection log, and a customer feedback form rating shall be 3 or higher on a scale of 1.0-5.0 and customer complaints shall not to exceed 2 per month. This inspection will be conducted as completed by the contractor or randomly on selected books. Inspection will evaluate the contractor's performance for a 98% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

14. Coordinate on all written base policies, procedures, plans, instructions/regulations, and supplements pertaining to airfield usage and AM operations. The QAP will conduct periodic surveillance, semi-annual evaluations, using the Publications checklist. This inspection will be conducted as completed by the contractor or randomly on selected books. Inspection will evaluate the contractor's performance for a 98% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

15. Provide excellent customer service and support all military/civilian customers and collateral agencies. The QAP will conduct periodic surveillance, monthly evaluations, using Customer service complaints. This inspection will be conducted as customer feedback forms are received, and as completed by the contractor. A customer feedback form rating shall be 3 or higher on a scale of 1.0-5.0 and customer complaints shall not to exceed 2 per month. Inspection will evaluate the contractor's performance for a 98% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

16. Attend and participate in all monthly PICL meetings. The QAP will conduct periodic surveillance, semi-annual, using a PICL checklist. This inspection will be conducted as accomplished by the contractor and review records. Inspection will evaluate the contractor's performance for a 95% compliance rate. If a discrepancy is found, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report.

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	79	OF	90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC				

The information will be forwarded immediately to the FD and CO. All minor discrepancies/ unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

17. Ensure and document AM personnel will maintain a high level of proficiency. The QAP will conduct periodic surveillance, monthly evaluations, using training checklist. This inspection will be conducted as completed by the contractor or randomly on selected training records. Inspection will evaluate the contractor's performance for a 95% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF From 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/ unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

18. Maintain fully operational and properly equipped facilities. The QAP will conduct periodic surveillance, 4 inspections per month using the Flight Planning Room, Aircrew Support, GOV Checklist. This inspection will be conducted as they are performed by the contractor or at any time that Base Operations is open. A customer feedback form rating shall be 3 or higher on a scale of 1.0-5.0 and customer complaints shall not to exceed 2 per month. Inspection will evaluate the contractor's performance for a 97% compliance rate. This inspection will be conducted either as accomplished by the contractor, by reviewing the forms and supporting documentation. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF From 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/ unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

19. Files Maintenance and Disposition Plan Evaluation Procedures: The QAP will conduct periodic surveillance, 4 per year, using the Files Maintenance and Disposition Checklist. This inspection will be conducted as completed by the contractor or randomly on selected books. Inspection will evaluate the contractor's performance for a 97% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF From 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/ unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

20. Ensure positive control of personnel working on the airfield: The QAP will conduct periodic surveillance, monthly inspections using the Positive Control Log. This inspection will be conducted as completed by the contractor or randomly to include going out on the airfield, doing random interviews of personnel, reviewing entries in the events logs, and sign-in logs. Inspection will evaluate the contractor's performance for a 98% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF From 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/ unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	80	OF	90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC				

21. Key control: maintain accurate count and security/control of all assigned BOPS facility keys: The QAP will conduct periodic surveillance, semi-annual inspections, using a key control log. This inspection will be conducted as completed by the contractor or review of key control logs and hand receipts. Inspection will evaluate the contractor's performance for a 99% compliance rate. If a discrepancy is found, the contractor will sign the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. The Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

22. Accurately document and track AM workload factors: The QAP will conduct periodic surveillance, using spread sheet workload factors log. This inspection will be conducted as completed by the contractor and of paperwork: monthly inspections, reviewing their workload factors paperwork, in/outbound logs, and events logs. Inspection will evaluate the contractor's performance for a 97% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

23. Properly document and track daily events logs: The QAP will conduct periodic surveillance, weekly inspections of the events logs, using events logs checklist. This inspection will be conducted as completed by the contractor or randomly on selected events logs. (Reviewed weekly by QAP and AOF/CC) Inspection will evaluate the contractor's performance for a 97% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

24. Perform BASH Activities and Comply with Safety Requirements. The QAP will conduct periodic surveillance, monthly inspections, using a BASH checklist. This inspection will be conducted as completed by the contractor and review of their documentation, and procedures. Inspection will evaluate the contractor's performance for a 98% compliance rate. If a discrepancy is found, a request for a re-performance will be issued, the contractor will initial the AF Form 372, Contracting Monitoring and Surveillance Report. When completed, the QAP will ensure the Contract Manager signs the AF Form 372, Contracting Monitoring and Surveillance Report. If a discrepancy/unsatisfactory work cannot be re-accomplished, the Contract Manager will be notified and the information will be forwarded immediately to the FD and CO. All minor discrepancies/unsatisfactory findings will also be forwarded to the FD and CO after the Contract Manager has signed the AF Form 372.

25. DOCUMENTATION OF SURVEILLANCE: The QAP will maintain a master schedule of surveillance for the year using AF Form 3126. A monthly surveillance plan will also be kept to document the completion dates throughout the month. Annotated checklist will be kept for a three-month period.

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 81	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

**AIRFIELD MANAGEMENT SERVICES
QUALITY ASSURANCE SURVEILLANCE PLAN**

PERFORMANCE OBJECTIVE	SOW PARA	PERFORMANCE THRESHOLD	SURVEILLANCE METHOD
1. AM staff meet minimum qualifications and joint-use airfield requirements.	5.1.1, sections 5.2 (all), 5.3 (all), 5.4 (all)	95 % of the time	Periodic surveillance -- Semi-annual
2. AM flight data personnel meet minimum airfield knowledge qualifications and job requirements.	5.1.1, paras 5.2.3 thru 5.2.4.3, 5.2.6 thru 5.2.7, 5.2.10 thru 5.2.19.2, 5.3.1, 5.3.3 thru 5.4.1 thru 5.4.7.1	95 % of the time.	Periodic surveillance--Semi-annual
3. Airfield Inspections/Checks Document as required.	5.1.1, 5.2.2, thru, 5.2.4.1, 5.2.11.1, 5.2.11.4, 5.2.17, 5.4.6.3, 5.4.8.2, 5.4.9	99% of the time.	Periodic surveillance -- 4 times per month
4. Identify airfield violations and safety hazards. Initiate corrective actions, document and notify responsible agencies for corrective actions.	5.1.1, 5.2.2, 5.2.3, 5.2.3.1, 5.2.3.2, 5.2.4, 5.2.4.1, 5.2.7 thru 5.2.10, 5.2.11.1, 5.2.11.4, 5.2.17, 5.2.18,	98% compliance.	Periodic surveillance -- 4 times per month
5. Involvement of planning phase of activities affecting the use of the airfield environment	5.1.1, 5.2.5 thru 5.2.10,	98% of the time	Periodic surveillance -- Quarterly
6. Frederick Auxiliary Airfield Inspection Evaluation Procedures.	5.1.1, 5.2.2 thru 5.2.3.1, 5.2.4. thru 5.2.4.1, 5.2.16.2, 5.2.17, 5.2.19	95% of the time.	Periodic surveillance -- Monthly.
7. Coordinate with SAFB agencies to ensure an accurate airfield waiver program.	5.1.1, 5.2.8 thru 5.2.8.2	95% of the time.	Periodic surveillance -- Semi-annually
8. Ensure aircrews receive timely and accurate NOTAM information	5.1.1, 5.2.11 thru 5.2.11.2, 5.2.17	99% of the time.	Periodic surveillance -- 4 times per month
9. Monitor and document aircraft operations (arrivals, departures, parking, etc.)	5.1.1, 5.2.11, 5.2.11.3	99% of the time	Periodic surveillance -- 4 times per month
10. Maintain fully functional airfield facilities and RSUs hazards. Perform weekly RSU inspections and document as required.	5.1.1, 5.2.2, 5.2.4 thru 5.2.4.2, 5.2.11.2, 5.2.17, 5.3.4	95% of the time	Periodic surveillance -- 4 times per month Customer complaints
11. Prepare DV lounge and ensure proper DV support.	5.1.1, 5.2.4, 5.2.4.2, 5.2.12,	100% of the time.	Periodic surveillance -- 2 times per month

CONTINUATION SHEETREFERENCE NO. OF DOCUMENT BEING CONTINUED
F41612-02-C-0001PAGE
82 OF 90NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

	5.2.12.1, 5.2.17		Customer complaints
12. Maintain a current flightline drivers program.	5.1.1, 5.2.7, 5.4.5, 5.4.5.1	98% of the time.	Periodic surveillance— Quarterly
13. Ensure FLIP products are kept current and available.	5.1.1, 5.2.11, 5.2.11.5, 5.2.17	98% of the time.	Periodic surveillance -- 4 times per month Customer complaints
14. Coordinate on all written base policies, procedures, plans, instructions/regulations, and supplements pertaining to airfield usage and AM operations.	5.1.1, 5.2.19	98% of the time.	Periodic surveillance -- Semi-annual
15. Provide excellent customer service and support all military/civilian customers and collateral agencies.	5.1.1, 5.2.2, 5.2.11 thru 5.2.13, 5.2.17, 5.3.1, 5.3.3 thru 5.3.5, 5.4.1	98% of the time	Periodic surveillance -- Monthly Customer complaints
16. Attend and participate in all monthly PICL meetings.	5.1.1, 5.2.2, 5.2.9	95% of the time.	Periodic surveillance -- Semi-annual
17. Ensure all AM personnel maintain a high level of proficiency. Document and track monthly training.	5.1.1, 5.2.1, 5.2.2, 5.2.11, 5.4.7	95% of the time.	Periodic surveillance -- Monthly
18. Maintain fully operational and properly equipped facilities.	5.1.1, 5.2.2, 5.2.4 thru 5.2.4.3, 5.2.11.2, 5.3.4,	97% of the time	Periodic surveillance -- 4 times per month Customer complaints
19. Files Maintenance and Disposition Plan Evaluation Procedures	5.2.19	97% of the time	Periodic surveillance -- Quarterly
20. Ensure positive control of personnel working on the airfield.	5.1.1, 5.2.6, 5.2.7	98% of the time	Periodic surveillance -- Monthly
21. Key control: maintain accurate count and security/control of all assigned BOPS facility keys	5.2.6.1	99% if the time	Periodic surveillance -- Semi-annual
22. Accurately document and track AM workload factors	5.2.4.1, 5.2.3, 5.3.2, 5.2.16.2, 5.2.19	97% of the time	Periodic surveillance -- Monthly
23. Properly document and track daily events logs.	5.2.3, 5.2.11, 5.3.2, 5.2.16.2, 5.2.19, 5.2.19.1	97% of the time	Periodic surveillance -- Weekly

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 83	OF 90
---------------------------	---	------------	----------

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

24. Perform BASH activities and comply with Safety Requirements.	5.2.2, 5.2.11, 5.2.16 thru 5.2.16.2, 5.4.6	98% of the time	Periodic surveillance:-- Monthly
--	--	-----------------	-------------------------------------

ADDENDUM 1 to FAR 52.212-1

PERIOD OF ACCEPTANCE OF OFFER

In compliance with the solicitation, the offeror agrees, if this offer is accepted within **120 calendar days** from the date specified in the solicitation for receipt of offers to furnish any or all items on which prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the schedule.

PROPOSAL SUBMISSION REQUIREMENTS

(a) **Purpose.** These instructions prescribe the format of the proposal and describe the approach for the development of presentation of proposal data. The instructions are designated to ensure the submission of necessary information to provide for the understanding and comprehensive evaluation of the proposal. Offerors shall follow the detailed instructions fully and carefully as received.

(b) **Evaluation Criteria:** **This section outlines those areas that comprise the criteria that the government will consider in evaluating the offerors' proposals for the Airfield Management Services requirement at Sheppard AFB, TX. An evaluation will be conducted on each proposal received in response to the solicitation. The evaluations will be based exclusively on the content of the proposals and any subsequent clarifications/ discussions required. Any information or data incorporated by reference or otherwise referred to will not be considered. Evaluations will be accomplished by comparing offeror capabilities and proposal elements against the government requirements as well as the proposed terms and conditions of the contract. The evaluation factors as stated in FAR 52.212-2 (attached), for award in the RFP defines the proposal elements and data required from each offeror for this evaluation.**

Volumes: The proposal shall consist of four separate hardcopy volumes entitled as referenced below. Each volume shall be complete in itself. In addition, include an electronic copy (diskette or CD ROM) of each Volume described below.

<u>VOLUME</u>	<u>TITLE</u>	<u>NUMBER OF COPIES REQUIRED</u>
Volume I	Technical Proposal	Original + 2 and one electronic copy (diskette or CD ROM)
Volume II	Past Performance	Original + 2 and one electronic copy (diskette or CD ROM)
Volume III	Price Proposal & RFP Documents	Original + 2 & Original of RFP Documents and one electronic copy (diskette or CD ROM)

Note: Offerors are to return one (1) copy of the attached Representations & Certifications with their proposal.

Submit the above requested documents to the following addresses:

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 84 OF 90
---------------------------	---	--

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

ORIGINAL PLUS 1 COPY TO: 82D CONS/LGCA
ATTN: Linda Little
136 K Avenue Suite 1
Sheppard AFB TX 76311-2746

1 COPY TO: HQ AETC/LGCQ
Mr. Charles Kendrick
555E Street East
Randolph AFB, TX. 78150

(c) Technical Proposal: **In addition to the information that you are providing under the basic FAR 52.212-1, a technical proposal is required for evaluation. Technical Proposals shall be limited to 75 pages, which shall be tabbed, divided and indexed to conform to the specific areas, which must be covered in the Proposal (below). Pages in excess of the maximum will not be evaluated. Type shall not be smaller than 12 point shall be double-spaced and proposals shall be submitted on standard 8.5x11 inch paper in a three ring binder and all pages shall be numbered. Tabs and Index pages shall not count against the total page limitation. ;Purpose of Technical Evaluation: The purpose of the technical evaluation is to ensure that the contractor demonstrates a complete understanding of the Statement of Work (SOW) to guarantee that the needs of the government are met. The technical proposal shall address the following:**

FACTOR A: TECHNICAL EVALUATION FACTORS:

Each sub factor will be evaluated to determine whether the technical offer has provided sufficient information required and to ensure that it meets the respective standard. The offeror's proposal will be evaluated according to the specific criteria listed. Each specific criterion is listed with its corresponding assessment criteria.

SUBFACTOR 1 – MANAGEMENT/MANPOWER/EXPERIENCE:

The proposal shall contain the offerors proposed organizational structure as it relates to each functional area in Statement of Work (SOW). The structure shall also cover the relationship and structure or responsibility between the corporate and local base community. The Offeror shall submit a comprehensive training plan that meets the specifications stated in the SOW. Offeror shall provide evidence of ability to satisfy the manning levels necessary to perform the SOW requirements, the availability of a basic pool of qualified personnel to perform the effort, the capability to select and hire additional personnel not included in the proposed basic pool, and the capability to maintain qualified manpower throughout the contract period. Shift and manning requirements shall be identified. Offeror shall present rationale to support the manning proposed. The proposal shall detail experience and qualifications requirements for employment of all personnel and a job description for each position. Include resumes for the Airfield Manager and Chief of Flightline Operations. The offeror shall show proposed manpower staffing by skill classification and utilization with sufficient detail and rationale to support the requirement. Additionally, convert full and part time employees into full-time equivalent (FTE) with FTE being 2080 hours per year. All FTE's proposed must be labeled with job classification (position name/title) and number of hours applicable per year.

SUBFACTOR 2: UNDERSTANDING THE TASK:

The proposal must adequately explain how the offeror will meet each of the performance objectives in the Service Delivery Summary. The proposal must adequately cover all tasks in the SOW. The offeror must demonstrate an

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 85 OF 90
---------------------------	---	--

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

understanding of Airfield Management tasks/objectives and how they relate to the mission of the 80 FTW and Sheppard AFB. The offeror must demonstrate a sound understanding of the work to be performed and address how equipment provided by the contractor and the Government will be utilized to perform the required tasks/duties. The proposal shall describe an approach using manning patterns and skill requirements capable of providing the customer support required for the Air Force.

SUBFACTOR 3: QUALITY CONTROL PLAN:

Offeror's shall submit their Quality Control Plan that addresses each objective listed in the Service Delivery Summary (SDS). This plan shall include but is not limited to addressing the following subject matters: responsibility for surveillance of work, acceptance, rejection, documentation and resolution of deficiencies; trend analysis and corrective action; and interface with Quality Assurance Personnel (QAP). This plan shall also include methods to be used for identifying and preventing defects in the quality of service performed. Proposals shall identify key quality control inspection personnel, and a security plan for safeguarding of government facilities.

FACTOR B: PAST PERFORMANCE:

Information Regarding the Submission of Past Performance Data:

Submit written evidence of your experience for the last five years in the areas related to Airfield Management services or similar efforts. Information submitted should contain at least the following for each contract. Limit responses to one page per contract:

- a. Contract number, contract type, (ie Fixed Price, Time and Material, etc.), indicating whether a government or commercial contract, and dollar amount. Include a summary description of any subcontractor and the scope of involvement.
- b. The Contracting Agency, including name, telephone number and/or e-mail address of the contract administrator, buyer, or Contracting Officer.
- c. Type of services provided.
- d. Summary of quality deficiencies (if any) and action taken for correction.
- e. To assist the Government in reducing the evaluation period, Offerors shall send the *Contractor Performance Assessment Questionnaire* (Attachment A) to ALL past performance references that the Offeror is providing as references in their proposal. When completed by the reference, this past performance questionnaire shall be returned DIRECTLY from the reference to the address listed in block 9 of the SF 1449 on or before the proposal due date and time.

FACTOR C: PRICE

The Offeror shall ensure that all prices for every Contract Line Item Number (CLIN) is complete.

(End of provision)

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED F41612-02-C-0001	PAGE 86	OF 90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC			

Contractor Performance Assessment Questionnaire As you complete this form, the rows will expand, as necessary, based on the information provided.				
The purpose of this questionnaire is for you to provide Sheppard Air Force Base with information concerning the performance of the contractor in question. Sheppard AFB understands that this contractor has performed similar services for you/your office and requests your comment.				
Name of Contractor →				
CONTRACT INFORMATION				
Contract Name and Number				
Contract Value		\$		
Contract Type				
Name of Major Subcontractor (if applicable)				
Brief Description of Contracted Item or Service				
GOVERNMENT OFFICE INFORMATION				
Name of Person Completing this Questionnaire				
Phone Number				
Role of person completing the questionnaire (e.g, CO, COTR, end user, etc.)				
Name of Federal Government Agency/Bureau/DSN				
Criteria. Requesting that supporting narrative is provided for all of the ratings except for Satisfactory (S). For any Marginal (M) or Unsatisfactory (U) rating, please explain the details. Also, please explain corrective actions instituted and whether or not the problem was corrected, etc. Please enter your comments in the space provided with each question.				
EXCEPTIONAL (E)	VERY GOOD (V)	SATISFACTORY (S)	MARGINAL (M)	UNSATISFACTORY (U)
Performance met all contract requirements and exceeded many to the Government's benefit. Problems, if any were negligible and were resolved in a timely, highly effective manner.	Performance met all contract requirements and exceeded some to the Government's benefit. There were a few minor problems which the contractor resolved in a timely and effective manner.	Performance met all contract requirements. There were some minor problems and corrective actions taken by the contractor were satisfactory.	Performance did not meet some contractual requirements. There were problems, some of a serious nature, for which corrective action was only marginally effective.	Performance did not meet contractual requirements. There were serious problems, and the contractor's corrective actions were ineffective.
Not Applicable – (N/A) No performance record identifiable				
				Response

CONTINUATION SHEETREFERENCE NO. OF DOCUMENT BEING CONTINUED
F41612-02-C-0001PAGE
87 OF 90NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

1. How would you rate the abilities/quality of contractor's personnel? Supporting narrative: (see above criteria)	E	V	S	M	U	N/A
2. How would you rate the abilities/quality of contractor's supervision? Supporting narrative: (see above criteria)	E	V	S	M	U	N/A
3. How would you rate the quality of this company's ability to complete all tasks assigned by paying attention to details without government intervention? Supporting narrative: (see above criteria)	E	V	S	M	U	N/A
4. How would you rate overall customer satisfaction with the company's performance? Supporting narrative: (see above criteria)	E	V	S	M	U	N/A
5. How would you rate the contractor's cooperativeness and receptiveness to government concerns affecting performance requirements? Supporting narrative: (see above criteria)	E	V	S	M	U	N/A
6. How would you rate the contractor's ability to maintain sufficient manning and resource control to meet all contractual requirements and contingencies? Supporting narrative: (see above criteria)	E	V	S	M	U	N/A
7. How would you rate the overall quality of this company's services? Supporting narrative: (see above criteria)	E	V	S	M	U	N/A

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	88	OF	90

NAME OF OFFEROR OR CONTRACTOR
MIDWEST MANAGEMENT TECHNOLOGY, INC

8. Would you hire this contractor again? Supporting narrative: (see above criteria)	Yes	No
9. Did the contractor have any safety, security, or environmental violations? If so, what were they? Supporting narrative: (see above criteria)	Yes	No
10. Were any discrepancy reports submitted to the contractor due to quality deficiencies? Supporting narrative: (see above criteria)	Yes	No

CONTINUATION SHEETREFERENCE NO. OF DOCUMENT BEING CONTINUED
F41612-02-C-0001

PAGE

89

OF

90

NAME OF OFFEROR OR CONTRACTOR

MIDWEST MANAGEMENT TECHNOLOGY, INC

Additional Narrative, if required

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE		
	F41612-02-C-0001	90	OF	90
NAME OF OFFEROR OR CONTRACTOR MIDWEST MANAGEMENT TECHNOLOGY, INC				

You are advised that the Air Force FAR Supplement (AFFARS) requires that the offeror be given an opportunity to respond to adverse past performance information.

AETC FARS 5352.237-9000 Site Visit (Jul 1993)

A **site visit** is scheduled for **0830** on **30 May 2001**. Bidders/offerors should be at the **Contracting Office, Bldg 1664, Sheppard AFB Texas** at this time and date to view the work site and present pertinent questions. Offerors **MUST** contact Ms Linda Little via e-mail at linda.little@sheppard.af.mil by **4:30 PM on 28 May 2001** in order to reserve a spot. Bidders/offerors should visit the site and take such other steps as may be reasonably necessary to ascertain the nature and location of work and the general and local conditions that can affect the work or cost thereof. Failure to do so will not relieve bidders/offerors from the responsibility for estimating properly the difficulty or cost of successfully performing the work. The government will assume no responsibility for any understanding or representation concerning conditions made by any of its officers or agents prior to the execution of the contract, unless included in the invitation for bids/requests for proposal, the specification, or related documents.

IMPORTANT: ALL questions/inquiries pertaining to this solicitation shall be submitted in writing via e-mail to linda.little@sheppard.af.mil. Last day to submit questions pertaining to this solicitation will be **4:30 PM 13 June 2001**. Questions cannot be answered after this date.

(End of Provision)